



## Oak Brook Park District Board Packet

June 19, 2023

We strive to provide the **very best** in **park** and **recreational opportunities, facilities,** and **open lands** for **our community.**

Family Recreation Center | 1450 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4233 | F: 630-990-8379  
Tennis Center | 1300 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4660 | F: 630-990-4818

[www.obparks.org](http://www.obparks.org)





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**June 19 2023 – 6:30 p.m.**  
**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL
2. OPEN FORUM
3. CONSENT AGENDA
  - a. APPROVAL OF THE JUNE 19, 2023 AGENDA
  - b. APPROVAL OF MINUTES
    - i. May 15, 2023 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING MAY 31, 2023
    - i. Warrant 673
4. STAFF RECOGNITION
  - a. None
5. COMMUNICATIONS/PROCLAMATIONS
  - a. Board of Commissioners to share communications.
  - b. Proclamation “July is Park and Recreation Month”
  - c. Central Park West Business Model Options
  - d. Oak Brook Park District Primary Objectives and Key Results (OKR's) 2023-2024
  - e. Give Notice to Gateway Special Recreation Association
6. REPORTS:
  - a. Communications, IT, and Administration Report
  - b. Finance & Human Resources Report
  - c. Recreation & Facilities Report
  - d. Parks & Planning Report



**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**June 19, 2023 – 6:30 p.m.**  
**Canterberry Room**

7. UNFINISHED BUSINESS

- a. Asphalt Replacement Project
- b. RFP Healthy Vending Services

8. NEW BUSINESS

- a. RFQ For Ginger Creek Bridge Phase II Engineering
- b. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference held in Dallas, Texas, October 10-12, 2023
- c. Oak Brook Park District Mission, Vision, and Core Values Updates
- d. Resolution 23-0717: A Resolution Authorizing and Approving a Change Order Involving a Decrease in the Contract Price with Integral Construction, Inc. for the Central Park Phase II Project

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JULY 17, 2023, 6:30 P.M.

10. ADJOURNMENT

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact: Laure Kosey, Executive Director at 630-645-9535.

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**BOARD OF COMMISSIONERS**  
**June 19 2023 – 6:30 p.m.**  
**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL  
*[Call to Order the Regular Meeting of the Oak Brook Park District Board of Commissioners and ask the Recording Secretary to conduct the Roll Call.]*
2. OPEN FORUM *[Ask whether there are any Public Comments under “Open Forum.” If necessary, the President may advise speakers to observe the rules set forth in Section 1.1VII B of the Rules of the Board of Park Commissioners.]*
3. CONSENT AGENDA  
*[Request a Motion (and a Second) to approve taking a Single Omnibus Vote on the Consent Agenda, as Presented. **Roll Call Vote—VOTE MUST BE UNANIMOUS.***  
  
*Then ask for a Motion (and a Second) to approve the Consent Agenda, as presented. **Roll Call Vote...**]*
  - a. APPROVAL OF THE JUNE 19, 2023 AGENDA
  - b. APPROVAL OF MINUTES
    - i. May 15, 2023 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING MAY 31, 2023
    - i. Warrant 673
4. STAFF RECOGNITION
  - a. None
5. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only.]*
  - a. Board of Commissioners to share communications.
  - b. Proclamation “July is Park and Recreation Month”
  - c. Central Park West Business Model Options
  - d. Oak Brook Park District Primary Objectives and Key Results (OKR's) 2023-2024
  - e. Give Notice to Gateway Special Recreation Association
6. REPORTS: *[For Review and Discussion Only.]*
  - a. Communications, IT, and Administration Report
  - b. Finance & Human Resources Report
  - c. Recreation & Facilities Report
  - d. Parks & Planning Report



**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**June 19, 2023 – 6:30 p.m.**  
**Canterberry Room**

**7. UNFINISHED BUSINESS**

- a. Asphalt Replacement Project *[Request a motion and a second to accept the base bids totaling \$100,000 and alternate bids totaling \$17,500 from Chicagoland Paving Contractors, Inc. for the asphalt replacement project and to approve an Agreement between the Oak Brook Park District and Chicago Land Paving Contractors, Inc. for a total contract cost not-to-exceed \$117,500. **Roll Call Vote...**]*
- b. RFP Healthy Vending Services *[Request a motion and a second to accept the vending services proposal from Flowers Group LLC, DBA PPG Enterprises and to approve an Agreement between the Oak Brook Park District and Flowers Group Enterprises LLC, DBA PPG Enterprises for Vending Services. **Roll Call Vote...**]*

**8. NEW BUSINESS *[For Review and Discussion Only.]***

- a. RFQ For Ginger Creek Bridge Phase II Engineering
- b. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference held in Dallas, Texas, October 10-12, 2023
- c. Oak Brook Park District Mission, Vision, and Core Values Updates
- d. Resolution 23-0717: A Resolution Authorizing and Approving a Change Order Involving a Decrease in the Contract Price with Integral Construction, Inc. for the Central Park Phase II Project

**9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JULY 17, 2023, 6:30 P.M. *[Announce the Next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on July 17, 2023, 6:30 p.m.]***

**10. ADJOURNMENT *[Request a Motion and a Second to adjourn the June 19, 2023 Regular Meeting of the Oak Brook Park District Board of Commissioners. **Voice Vote, All in Favor...**]***

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact: Laure Kosey, Executive Director at 630-645-9535.



Minutes

**MINUTES**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**May 15, 2023 – 6:30 p.m.**  
**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL

President Knitter called to order the Regular Meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:31 pm. Commissioners Ivkovic Kelley, Suleiman, and President Knitter answered "present" from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in Canterbury Conference Room were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director; Bob Johnson, Director of Parks and Planning; and Steve Adams, District Attorney.

2. OPEN FORUM

President Knitter asked if there were any public comments. No one addressed the Board.

3. CONSENT AGENDA

- a. APPROVAL OF THE May 15, 2023 AGENDA
- b. APPROVAL OF MINUTES
  - i. April 24, 2023, Rescheduled Regular Board Meeting Minutes
  - ii. March 20, 2023, Special Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING April 30, 2023
  - i. Warrant 672

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve taking a single omnibus vote on the Consent Agenda as presented.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

There was no additional discussion, and the motion passed by roll call vote.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Consent Agenda, and the motion passed by roll call vote.

Ayes: Commissioners Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

4. ANNUAL MEETING

- a. Administration of Oath of Office by Judge Kenton Skarin

- i. Ron Gondek- elected April 4, 2023

Judge Kenton Skarin administered the Oath of Office to newly elected Commissioner Ron Gondek.

- ii. Mario C. Vescovi- elected April 4, 2023

Judge Kenton Skarin administered the Oath of Office to newly elected Commissioner Mario C. Vescovi.

b. Election of Park Board President and Vice President

President Knitter asked for nominations for Board President.

Commissioner Suleiman nominated Sharon Knitter as President of the Oak Brook Park District Board of Commissioners.

No other nominations were made, and President Knitter closed nominations.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to elect Sharon Knitter as President of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote, and Sharon Knitter became President of the Oak Brook Park District Board of Commissioners.

President Knitter asked for nominations for Board Vice President.

President Knitter nominated Laura Suleiman as Vice President of the Oak Brook Park District Board of Commissioners.

No other nominations were made, and President Knitter closed nominations.

Motion: Commissioner Ivkovic Kelley made a motion, seconded by President Knitter, to elect Lara Suleiman as Vice President of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote, and Lara Suleiman became Vice President of the Oak Brook Park District Board of Commissioners.

c. Appointment of Board Secretary and Treasurer

President Knitter stated that the current Board Secretary is the Executive Director, Laure Kosey.

President Knitter proposed that since the Board's Secretary has traditionally been the Executive Director, Laure Kosey, should be reappointed to serve as Secretary unless any Board member has an objection.

There was no discussion, and the Board moved to vote.



Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Suleiman, to appoint the Executive Director, Laure Kosey, as Secretary of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote, and Executive Director, Laure Kosey, became Secretary of the Oak Brook Park District Board of Commissioners.

President Knitter asked for nominations for Board Treasurer.

President Knitter nominated Ivana Ivkovic Kelley for Board Treasurer.

No other nominations were made, and President Knitter closed nominations.

Motion: Commissioner Suleiman made a motion, seconded by President Knitter, to elect Ivana Ivkovic Kelley as Treasurer by voice vote.

The motion passed by voice vote to elect Ivana Ivkovic Kelley as Treasurer of the Oak Brook Board of Commissioners.

5. STAFF RECOGNITION

- a. None

6. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications.

President Knitter has received positive comments about the Pink 5k. There was a good turnout with many vendors for participants to enjoy.

- b. Review of the Oak Brook Park District Master Vision 2020-2030

Dr. Kosey stated that the Master Vision is reviewed every six months, and objectives can be added when needed.

Commissioner Vescovi asked which staff members were involved in creating the Master Vision.

Dr. Kosey explained that Campfire Concepts, a consulting firm, established the Master Vision with the help of staff, community members, and Board Members. The Master Vision is a road map for the Park District to follow.

President Knitter stated that having objectives three to five years out encapsulates an excellent vision, and planning ten years out makes predicting more challenging.

Commissioner Suleiman asked when the last community survey took place.

Dr. Kosey stated that the last community survey was completed in 2021.

- c. Review of the Oak Brook Park District Strategic Plan 2020-2024

Dr. Kosey discussed the Strategic Plan Update with the Commissioners.

Dr. Kosey presented the Strategic Plan Update, which can be found in the Park District's records.

d. Gold Medal Finalist

Dr. Kosey informed the Board that as a 2023 National Gold Metal Awards for Excellence in Park and Recreation Management finalist, they must submit a video to the committee for review. The final results will be released in October 2023.

7. REPORTS:

a. Communications, IT, and Administration Report

Dr. Laure Kosey presented her report, which can be found in the Park District's records.

Dr. Kosey reported that the Decennial Committee would be wrapping up and preparing the report to be submitted to the County.

Dr. Kosey stated that the Covid Emergency Order would expire in May. The staff has recommended suspending the "Safety Standards for the Workplace to Minimize the Spread of COVID-19 Policy" and the "Covid Vaccination and Testing Policy."

b. Finance & Human Resources Report

Mr. Marco Salinas presented his report, which can be found in the Park District's records.

Mr. Salinas reported on the last twelve months of the fiscal year ending in April 2023. There will be adjustments once the financial auditors come in July. The financial audit will be presented in August.

Mr. Salinas stated that the General Fund is in surplus, with an anticipated deficit after adjustments and year-end allocations. The Recreation Fund is in surplus; with an expected decrease, the fund will remain in surplus. The Tennis Center will have capital expenditure adjustments.

President Knitter asked for an update on the reserve fund with the year-end adjustments.

c. Recreation & Facilities Report

Mr. Dave Thommes presented his report, which can be found in the Park District's records.

Mr. Thommes reported that the pickleball clinic and tournament went well with sixty-four participants.

Mr. Thommes stated that Splash Island would be opening on Memorial Day Weekend. Summer staff training is underway. The Village of Oak Brook EMS conducted situational training with aquatic staff.

Mr. Thommes stated staff is reevaluating Central Park West's revenue model and brainstorming ideas to optimize the space.

d. Parks & Planning Report

Mr. Bob Johnson presented his report, which can be found in the Park District's records.

Mr. Johnson reported that the resurfacing project at the satellite parks would be completed by the end of May. Additionally, they will address the pickleball court cracks outside Central Park West.

Mr. Johnson stated that the Park District had received a grant from the Morton Arboretum for tree planting. The funds will be used to establish a grove of Sugar Maples at the Dean Nature Sanctuary and twenty other native species as part of the Representative Sean Casten Earmark of Urban Community Forestry Support.

Mr. Johnson informed the Board of the Central Tri-State Tollway (I-294) Project. The Illinois Tollway is reconstructing and widening I-294 between Balmoral Avenue and 95<sup>th</sup> Street. As the work is underway, the Tollway has temporarily closed the Salt Creek Greenway Trail at the Dean Nature Sanctuary. This closure will be intermittent until 2025.

Mr. Johnson reported that the construction of the restroom and concession area of Phase II Improvements at the North Fields is progressing. The site has been graded, foundations have been dug, and utilities have been installed.

#### 8. UNFINISHED BUSINESS

- a. Ordinance 23-0515: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation.

There was no additional discussion, and the motion passed by roll call vote.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Ordinance No. 23-0515: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter.

Nays: None

- b. Suspension of the Oak Brook Park District Operating Terms as provided in the "Safety Standards for the Workplace to Minimize the Spread of COVID-19 Policy" and the "COVID-19 Vaccination and Testing Policy" in Response to the Termination of the COVID-19 Disaster Proclamation and Public Health Emergency.

There was no additional discussion, and the motion passed by roll call vote.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the suspension of operating terms as provided in the "Safety Standards for the Workplace to Minimize the Spread of COVID-19 Policy" and the "COVID-19 Vaccination and Testing Policy," effective

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter.

Nays: None

9. NEW BUSINESS

a. Asphalt Replacement Project

Mr. Johnson stated the project to replace the asphalt at Saddle Brook, Forest Glen, and at Central Park is ongoing.

10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JUNE 19, 2023, 6:30 P.M.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners would be held on June 19, 2023, at 6:30 p.m.

11. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the May 15, 2023, regular meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 7:08 p.m.

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Laure L. Kosey, Executive Director

## Financial Statement

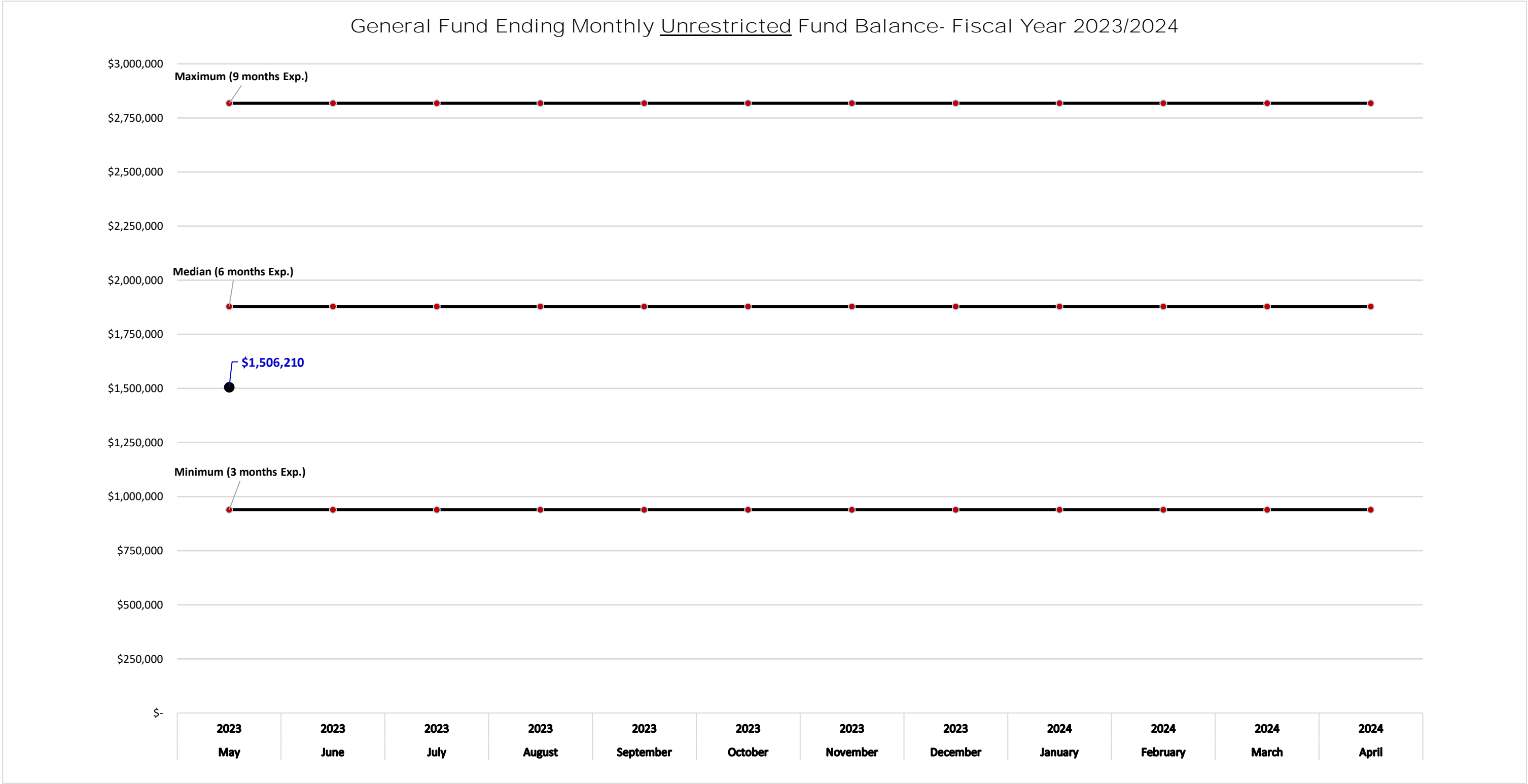
**Oak Brook Park District**  
**General Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through May 31 2023 and 2022**  
**8.33% completed (1 out of 12 months)**

	Fiscal Year 2023/2024- Highlighted items reflect more than 8.33% variance							FY 2023/2024 compared to FY 2022/2023- Highlighted items reflect more than 10% variance		
	Original Annual Budget	May 2023 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget		Fiscal Year 2022/2023 YTD Actual	Actual Higher/(Lower) than 2022/2023 YTD Actual	Percent Change
<b><u>REVENUES</u></b>										
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A		\$ -	\$ -	N/A
Finance										
Property Taxes	1,773,687	202,965	202,965	-	202,965	11.4%		192,208	10,758	5.6%
Personal Prop. Repl. Taxes	324,515	62,922	62,922	-	62,922	19.4%		70,341	(7,418)	-10.5%
Investment Income	7,500	3,452	3,452	-	3,452	46.0%		201	3,251	1619.2%
Other	9,250	-	-	-	-	0.0%		541	(541)	-100.0%
Central Park North	88,500	2,100	2,100	-	2,100	2.4%		9,690	(7,590)	-78.3%
Central Park	196,000	22,005	22,005	-	22,005	11.2%		20,776	1,229	5.9%
Saddlebrook Park	500	-	-	-	-	0.0%		-	-	N/A
Forest Glen Park	500	-	-	-	-	0.0%		-	-	N/A
Chillem Park	250	-	-	-	-	0.0%		-	-	N/A
Dean Property	500	-	-	-	-	0.0%		-	-	N/A
Information Technology	117,124	-	-	-	-	0.0%		-	-	N/A
Building-Recreation Center	1,040,726	31,076	31,076	-	31,076	3.0%		29,388	1,688	5.7%
Central Park West	83,094	2,185	2,185	-	2,185	2.6%		5,819	(3,634)	-62.5%
<b>TOTAL REVENUES</b>	<b>\$ 3,642,146</b>	<b>\$ 326,704</b>	<b>\$ 326,704</b>	<b>\$ -</b>	<b>\$ 326,704</b>	<b>9.0%</b>		<b>\$ 328,962</b>	<b>\$ (2,258)</b>	<b>-0.7%</b>
<b><u>EXPENDITURES</u></b>										
Administration	\$ 385,411	\$ 29,979	\$ 29,979	\$ 315	30,295	7.8%		\$ 30,766	\$ (787)	-2.6%
Finance	313,016	14,440	14,440	278	14,718	4.6%		19,656	(5,216)	-26.5%
Central Park North	45,021	4,808	4,808	14,538	19,346	10.7%		-	4,808	N/A
Central Park	818,078	41,095	41,095	35,786	76,881	5.0%		33,074	8,020	24.2%
Saddlebrook Park	15,659	-	-	351	351	0.0%		-	-	N/A
Forest Glen Park	27,543	2,499	2,499	3,153	5,652	9.1%		-	2,499	N/A
Chillem Park	7,909	-	-	168	168	0.0%		-	-	N/A
Dean Property	30,177	-	-	6,839	6,839	0.0%		2,000	(2,000)	-100.0%
Professional Services	29,500	-	-	7,320	7,320	0.0%		-	-	N/A
Contracts- Maint. DNS	-	-	-	-	-	N/A		-	-	N/A
Information Technology	314,889	7,656	7,656	29,710	37,366	2.4%		-	7,656	N/A
Building-Recreation Center	1,034,404	48,927	48,927	56,217	105,144	4.7%		47,914	1,012	2.1%
Central Park West	81,528	2,145	2,145	14,154	16,299	2.6%		1,693	452	26.7%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,103,134</b>	<b>\$ 151,548</b>	<b>\$ 151,548</b>	<b>\$ 168,830</b>	<b>\$ 320,378</b>	<b>4.9%</b>		<b>\$ 135,104</b>	<b>\$ 16,443</b>	<b>12.2%</b>
<b><u>TRANSFERS OUT</u></b>	<b>\$ 654,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>		<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,757,134</b>	<b>\$ 151,548</b>	<b>\$ 151,548</b>	<b>\$ 168,830</b>	<b>\$ 320,378</b>	<b>4.0%</b>		<b>\$ 135,104</b>	<b>\$ 16,443</b>	<b>12.2%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (114,988)</b>	<b>\$ 175,157</b>	<b>\$ 175,157</b>	<b>\$ (168,830)</b>	<b>\$ 6,327</b>	<b>-152.3%</b>		<b>\$ 193,858</b>	<b>\$ (18,701)</b>	<b>-9.6%</b>

**Note>** Fiscal year 2023/2024 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2022/2023, the highlighted items reflect a variance of +/-10.00% or greater.

Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Fund Balance- General Fund

		Actuals- Unaudited												
		May	June	July	August	September	October	November	December	January	February	March	April	Fiscal
		2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	Y-T-D
Beginning Unassigned	\$	1,331,053												
Monthly Net Surplus/(Deficit)		175,157												\$ 175,157
Ending Unassigned	\$	1,506,210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



Minimum (3 months Exp.)	\$	939,284	\$	939,284	\$	939,284	\$	939,284	\$	939,284	\$	939,284	\$	939,284	\$	939,284
Median (6 months Exp.)	\$	1,878,567	\$	1,878,567	\$	1,878,567	\$	1,878,567	\$	1,878,567	\$	1,878,567	\$	1,878,567	\$	1,878,567
Maximum (9 months Exp.)	\$	2,817,851	\$	2,817,851	\$	2,817,851	\$	2,817,851	\$	2,817,851	\$	2,817,851	\$	2,817,851	\$	2,817,851

**Oak Brook Park District**  
**Recreation Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through May 31 2023 and 2022**  
**8.33% completed (1 out of 12 months)**

	Fiscal Year 2023/2024- Highlighted items reflect more than 8.33% variance							FY 2023/2024 compared to FY 2022/2023- Highlighted items reflect more than 10% variance		
	Original Annual Budget	May 2023 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget		Fiscal Year 2022/2023 YTD Actual	FY 2023/2024 YTD Actual Higher/(Lower) than 2022/2023 YTD Actual	Percent Change
<b>REVENUES</b>										
<b>Administration</b>										
Property Taxes	\$ 1,294,055	\$ 148,169	\$ 148,169	\$ -	\$ 148,169	11.4%		\$ 165,481	\$ (17,313)	-10.5%
Personal Prop. Repl. Taxes	100,714	19,809	19,809	-	19,809	19.7%		22,144	(2,335)	-10.5%
Investment Income	22,000	6,468	6,468	-	6,468	29.4%		1,148	5,320	463.5%
Other	3,000	181	181	-	181	6.0%		276	(95)	-34.4%
<b>Fitness Center</b>	675,479	68,907	68,907	-	68,907	10.2%		49,527	19,381	39.1%
<b>Aquatic Center</b>	595,305	90,479	90,479	-	90,479	15.2%		73,264	17,215	23.5%
<b>Aquatic Recreation Prog.</b>	569,563	93,392	93,392	-	93,392	16.4%		80,531	12,861	16.0%
<b>Children's Programs</b>	456,329	109,942	109,942	-	109,942	24.1%		95,414	14,528	15.2%
<b>Preschool Programs</b>	303,481	62,291	62,291	-	62,291	20.5%		58,596	3,695	6.3%
<b>Youth Programs</b>	225,158	184,397	184,397	-	184,397	81.9%		193,551	(9,154)	-4.7%
<b>Adult Programs</b>	77,266	20,135	20,135	-	20,135	26.1%		15,561	4,574	29.4%
<b>Pioneer Programs</b>	59,150	8,970	8,970	-	8,970	15.2%		16,122	(7,152)	-44.4%
<b>Special Events and Trips</b>	144,180	43,815	43,815	-	43,815	30.4%		23,812	20,003	84.0%
<b>Marketing</b>	45,000	8,445	8,445	-	8,445	18.8%		5,200	3,245	62.4%
<b>Capital Outlay</b>	-	-	-	-	-	N/A		-	-	N/A
<b>TRANSFERS IN</b>	\$ 300,000	-	-	-	-	0.0%		-	-	N/A
<b>TOTAL REVENUES &amp; TRANSFERS IN</b>	<b>\$ 4,870,680</b>	<b>\$ 865,399</b>	<b>\$ 865,399</b>	<b>\$ -</b>	<b>\$ 865,399</b>	<b>17.8%</b>		<b>\$ 800,627</b>	<b>\$ 64,772</b>	<b>8.1%</b>
<b>EXPENDITURES</b>										
<b>Administration</b>	\$ 1,037,478	\$ 38,719	\$ 38,719	\$ 42,062	\$ 80,780	3.7%		\$ 32,881	\$ 5,838	17.8%
<b>Fitness Center</b>	502,565	11,713	11,713	41,746	53,459	2.3%		7,867	3,846	48.9%
<b>Aquatic Center</b>	1,052,637	53,774	53,774	68,751	122,525	5.1%		36,138	17,636	48.8%
<b>Aquatic Recreation Prog.</b>	275,300	15,068	15,068	8,346	23,414	5.5%		11,306	3,762	33.3%
<b>Children's Programs</b>	323,888	3,591	3,591	11,316	14,906	1.1%		1,173	2,418	206.2%
<b>Preschool Programs</b>	285,293	15,235	15,235	106	15,341	5.3%		13,815	1,420	10.3%
<b>Youth Programs</b>	173,985	2,585	2,585	2,945	5,530	1.5%		2,637	(52)	-2.0%
<b>Adult Programs</b>	57,858	2,824	2,824	234	3,058	4.9%		793	2,031	256.0%
<b>Pioneer Programs</b>	97,022	2,683	2,683	15	2,698	2.8%		5,121	(2,438)	-47.6%
<b>Special Events and Trips</b>	122,576	9,487	9,487	16,735	26,222	7.7%		614	8,874	1446.3%
<b>Marketing</b>	237,411	14,944	14,944	2,631	17,574	6.3%		15,785	(841)	-5.3%
<b>Capital Outlay</b>	962,500	-	-	19,618	19,618	0.0%		-	-	N/A
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,128,512</b>	<b>\$ 170,622</b>	<b>\$ 170,622</b>	<b>\$ 214,502</b>	<b>\$ 385,124</b>	<b>3.3%</b>		<b>\$ 128,128</b>	<b>\$ 42,494</b>	<b>33.2%</b>
<b>TRANSFERS OUT</b>	\$ 201,392	-	-	-	-	0.0%		-	-	N/A
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 5,329,904</b>	<b>\$ 170,622</b>	<b>\$ 170,622</b>	<b>\$ 214,502</b>	<b>\$ 385,124</b>	<b>3.2%</b>		<b>\$ 128,128</b>	<b>\$ 42,494</b>	<b>33.2%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (459,225)</b>	<b>\$ 694,777</b>	<b>\$ 694,777</b>	<b>\$ (214,502)</b>	<b>\$ 480,275</b>	<b>-151.3%</b>		<b>\$ 672,499</b>	<b>\$ 22,278</b>	<b>3.3%</b>

**Note>** Fiscal year 2023/2024 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2022/2023, the highlighted items reflect a variance of +/-10.00% or greater.



Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Fund Balance- Recreation Fund

Actuals- Unaudited														
	May	June	July	August	September	October	November	December	January	February	March	April	Fiscal	
	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	Y-T-D	
Beginning Committed	\$	2,103,586												
Monthly Net Surplus/(Deficit)		694,777											\$ 694,777	
Ending Committed	\$	2,798,363	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-



Minimum (3 months Exp.)	\$	1,332,476	\$	1,332,476	\$	1,332,476	\$	1,332,476	\$	1,332,476	\$	1,332,476	\$	1,332,476	\$	1,332,476
Median (6 months Exp.)	\$	2,664,952	\$	2,664,952	\$	2,664,952	\$	2,664,952	\$	2,664,952	\$	2,664,952	\$	2,664,952	\$	2,664,952
Maximum (9 months Exp.)	\$	3,997,428	\$	3,997,428	\$	3,997,428	\$	3,997,428	\$	3,997,428	\$	3,997,428	\$	3,997,428	\$	3,997,428

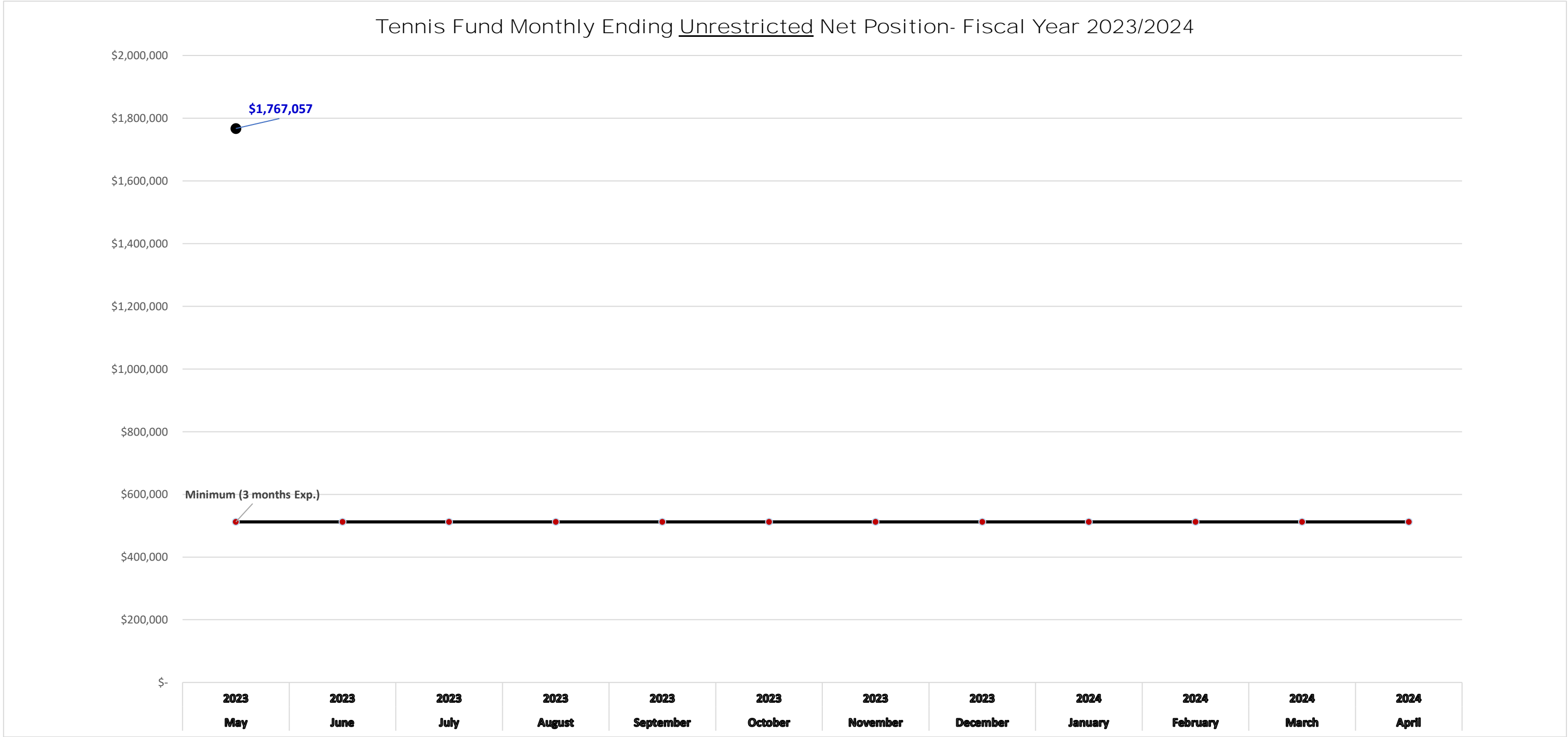
**Oak Brook Park District**  
**Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited**  
**Fiscal Year-to-Date Activity through May 31 2023 and 2022**  
**8.33% completed (1 out of 12 months)**

Fiscal Year 2023/2024- Highlighted items reflect more than 8.33% variance							FY 2023/2024 compared to FY 2022/2023- Highlighted items reflect more than 10% variance		
	Original Annual Budget	May 2023 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2022/2023 YTD Actual	FY 2023/2024 YTD Actual Higher/(Lower) than 2022/2023 YTD Actual	Percent Change
<b><u>REVENUES</u></b>									
Administration	\$ 12,220	\$ 2,772	\$ 2,772	\$ -	\$ 2,772	22.7%	\$ 916	\$ 1,855	202.4%
Building- Racquet Club	500	-	-	-	-	0.0%	-	-	N/A
Programs- Racquet Club	2,051,500	339,574	339,574		339,574	16.6%	347,933	(8,359)	-2.4%
<b>TOTAL REVENUES</b>	<b>\$ 2,064,220</b>	<b>\$ 342,345</b>	<b>\$ 342,345</b>	<b>\$ -</b>	<b>\$ 342,345</b>	<b>16.6%</b>	<b>\$ 348,849</b>	<b>\$ (6,504)</b>	<b>-1.9%</b>
<b><u>EXPENSES</u></b>									
Administration	\$ 808,599	\$ 36,889	\$ 36,889	\$ 467	\$ 37,355	4.6%	\$ 39,884	\$ (2,995)	-7.5%
Building- Racquet Club	381,971	9,101	9,101	62,942	72,044	2.4%	8,309	793	9.5%
Programs- Racquet Club	858,000	35,400	35,400	391	35,791	4.1%	30,135	5,265	17.5%
Capital Outlay	430,000	-	-	5,895	5,895	0.0%	-	-	N/A
<b>TOTAL EXPENSES</b>	<b>\$ 2,478,571</b>	<b>\$ 81,390</b>	<b>\$ 81,390</b>	<b>\$ 69,695</b>	<b>\$ 151,085</b>	<b>3.3%</b>	<b>\$ 78,328</b>	<b>\$ 3,062</b>	<b>3.9%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (414,351)</b>	<b>\$ 260,955</b>	<b>\$ 260,955</b>	<b>\$ (69,695)</b>	<b>\$ 191,260</b>	<b>-63.0%</b>	<b>\$ 270,522</b>	<b>\$ (9,566)</b>	<b>-3.5%</b>

**Note>** Fiscal year 2023/2024 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2022/2023, the highlighted items reflect a variance of +/-10.00% or greater.

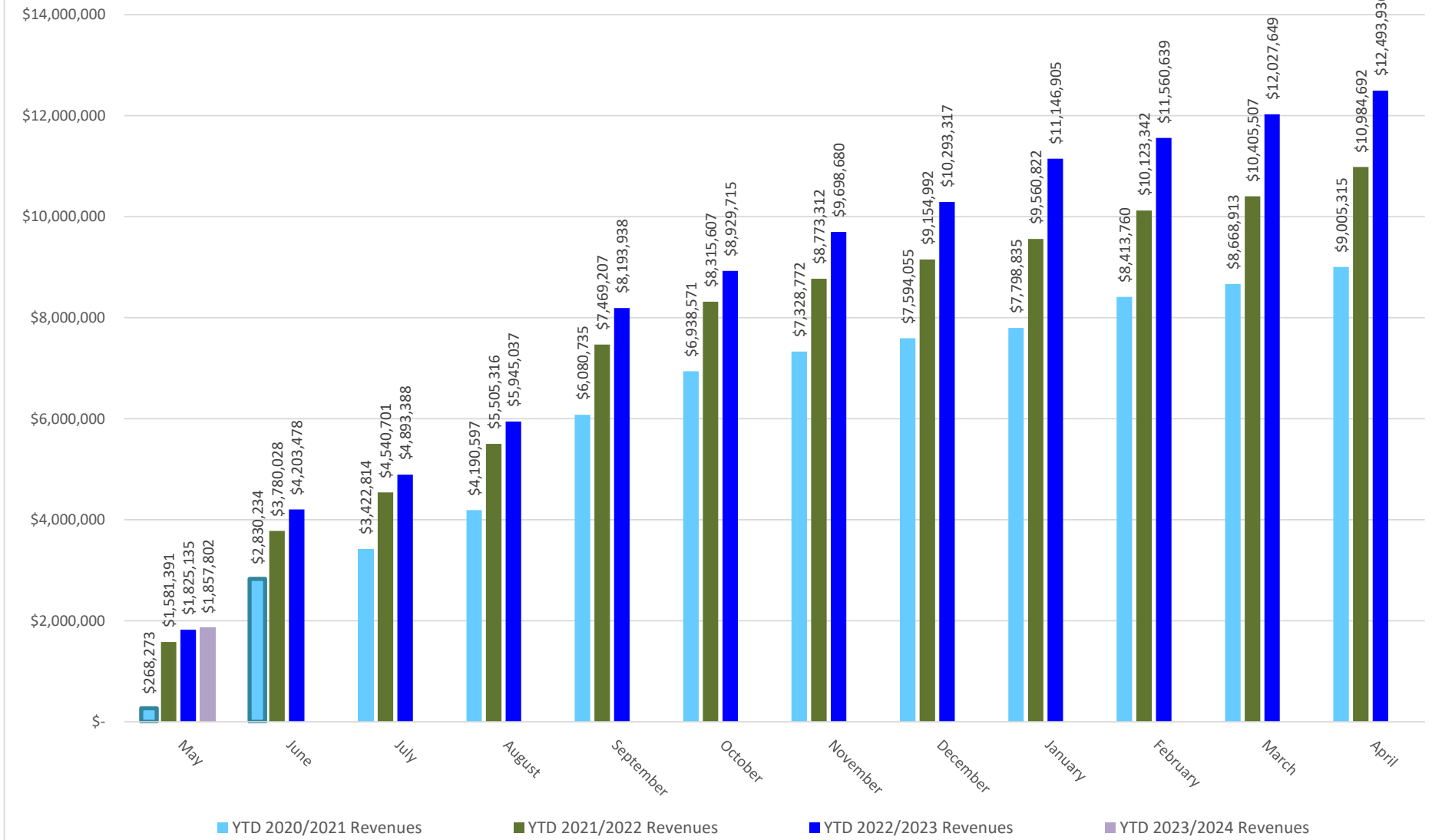
Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Net Position- Tennis Fund

Actuals- Unaudited													
	May	June	July	August	September	October	November	December	January	February	March	April	Fiscal
	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	Y-T-D
Beginning Investment in Capital Assets	\$	1,779,060											
Beginning Unrestricted	\$	1,506,102											
Monthly Net Surplus/(Deficit)		260,955											\$ 260,955
Ending Investment in Capital Assets	\$	1,779,060											
Ending Unrestricted	\$	1,767,057											



Minimum (3 months Exp.)	\$	512,143	\$	512,143	\$	512,143	\$	512,143	\$	512,143	\$	512,143	\$	512,143	\$	512,143
Median (6 months Exp.)		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A
Maximum (9 months Exp.)		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A

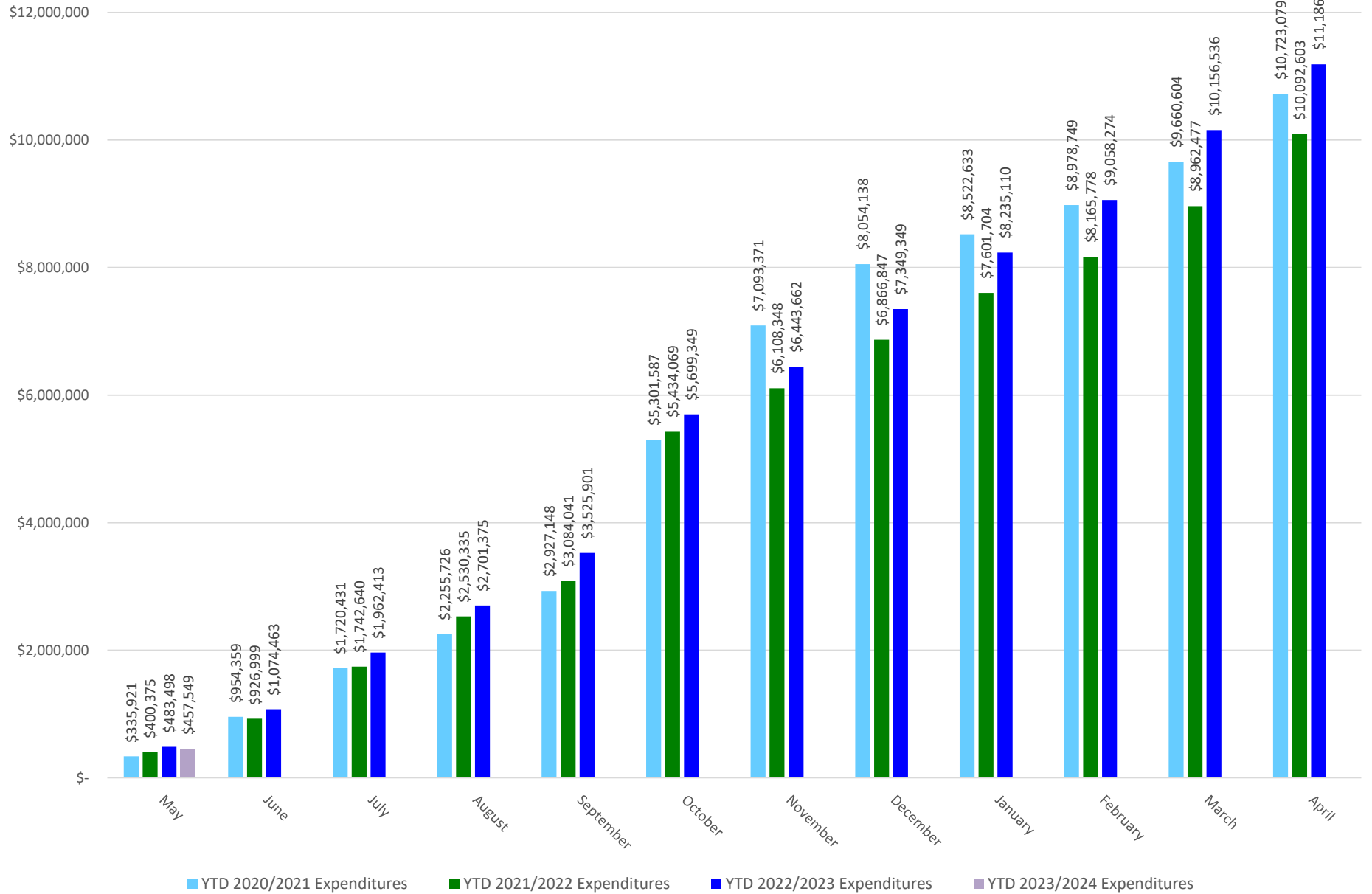
## Oak Brook Park District- Consolidated Year-to-Date Revenues (excluding transfers in)



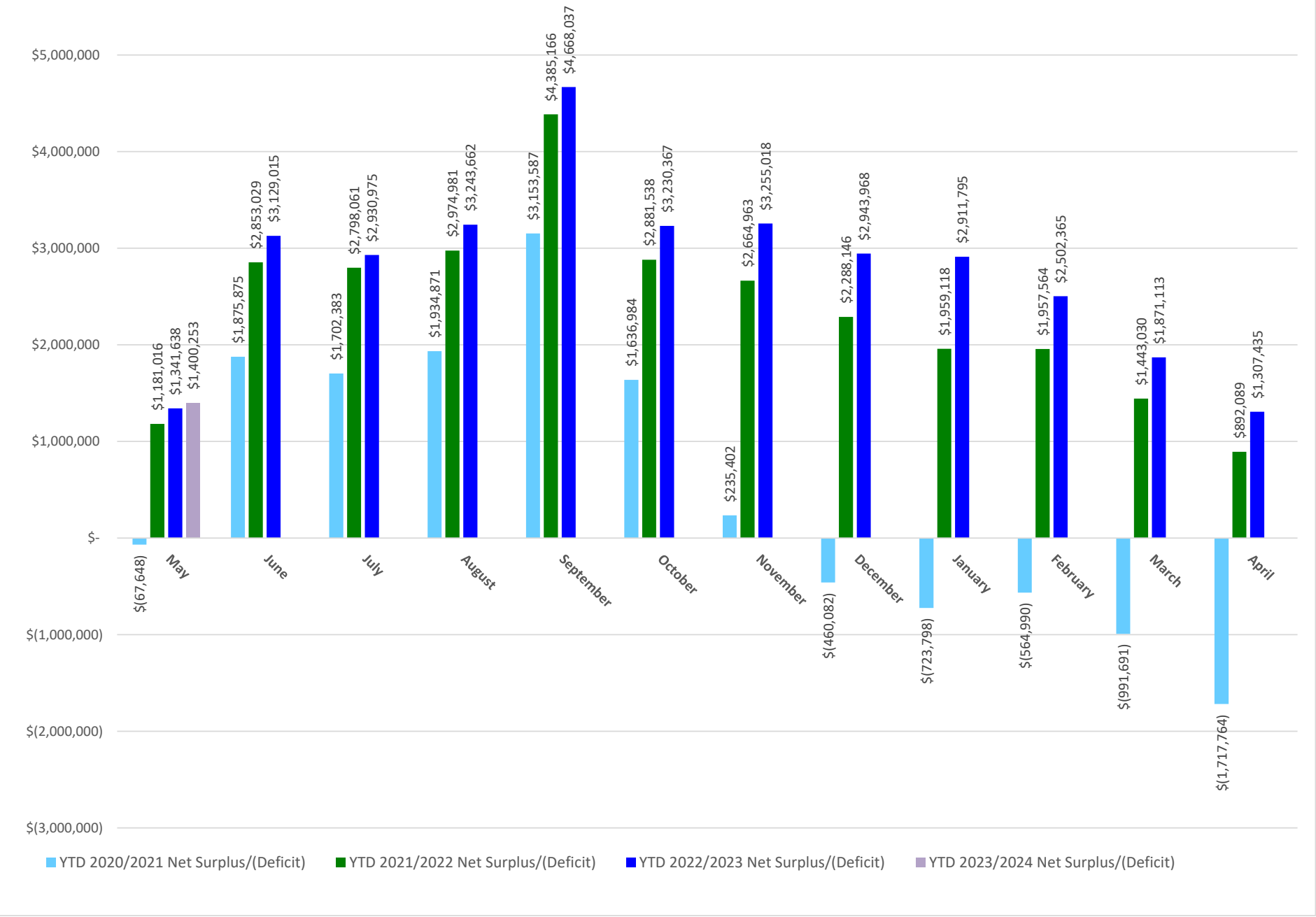
### NOTES

**2020/2021** The large decreases in May and June 2020 revenues is attributed to the closure of all our indoor and outdoor recreation facilities as a result of the COVID-19 pandemic. Such closure began in Mid-March 2020 and extended through the end of June 2020, with the resumption of limited on-site programming during the month of June.

# Oak Brook Park District- Consolidated Year-to-Date Expenditures/Expenses (excluding transfers out)



Oak Brook Park District- Consolidated Year-to-Date Net Surplus/(Deficit)





**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENDITURE REPORT**  
**May 2023**

	<b>FY 2023/2024 ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTUAL</b>	<b>Y-T-D ACTUAL (1 month)</b>
<b>GENERAL CORPORATE FUND</b>			
Revenues & transfers in	\$ 3,642,146	\$ 326,704	\$ 326,704
Expenditures & transfers out	3,757,134	151,548	151,548
Net surplus/(deficit)	\$ (114,988)	\$ 175,157	\$ 175,157
<b>RECREATION FUND</b>			
Revenues & transfers in	\$ 4,870,680	\$ 865,399	\$ 865,399
Expenditures & transfers out	5,329,904	170,622	170,622
Net surplus/(deficit)	\$ (459,225)	\$ 694,777	\$ 694,777
<b>IMRF FUND</b>			
Revenues & transfers in	\$ 141,986	\$ 23,902	\$ 23,902
Expenditures & transfers out	175,000	14,275	14,275
Net surplus/(deficit)	\$ (33,014)	\$ 9,627	\$ 9,627
<b>LIABILITY INSURANCE FUND</b>			
Revenues & transfers in	\$ 110,730	\$ 14,841	\$ 14,841
Expenditures & transfers out	145,601	3,275	3,275
Net surplus/(deficit)	\$ (34,871)	\$ 11,566	\$ 11,566
<b>AUDIT FUND</b>			
Revenues & transfers in	\$ 16,903	\$ 1,992	\$ 1,992
Expenditures & transfers out	16,175	-	-
Net surplus/(deficit)	\$ 728	\$ 1,992	\$ 1,992
<b>DEBT SERVICE FUND</b>			
Revenues & transfers in	\$ 1,903,875	\$ 182,032	\$ 182,032
Expenditures & transfers out	1,887,377	-	-
Net surplus/(deficit)	\$ 16,498	\$ 182,032	\$ 182,032
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
Revenues	\$ 2,064,220	\$ 342,345	\$ 342,345
Expenses	2,478,571	81,390	81,390
Net surplus/(deficit)	\$ (414,351)	\$ 260,955	\$ 260,955
<b>SPECIAL RECREATION FUND</b>			
Revenues & transfers in	\$ 336,927	\$ 34,771	\$ 34,771
Expenditures & transfers out	378,217	5,986	5,986
Net surplus/(deficit)	\$ (41,290)	\$ 28,785	\$ 28,785



**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENDITURE REPORT**  
**May 2023**

	<b>FY 2023/2024 ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTUAL</b>	<b>Y-T-D ACTUAL (1 month)</b>
<b>CAPITAL PROJECTS FUND</b>			
Revenues & transfers in	\$ 966,000	\$ 29,451	\$ 29,451
Expenditures & transfers out	3,470,100	6,254	6,254
Net surplus/(deficit)	\$ (2,504,100)	\$ 23,197	\$ 23,197
<b>SOCIAL SECURITY FUND</b>			
Revenues & transfers in	\$ 272,324	\$ 36,365	\$ 36,365
Expenditures & transfers out	292,995	24,199	24,199
Net surplus/(deficit)	\$ (20,671)	\$ 12,166	\$ 12,166
<b>CONSOLIDATED SUMMARY</b>			
Revenues & transfers in	\$ 14,325,792	\$ 1,857,802	\$ 1,857,802
Expenditures/expenses & transfers out	17,931,074	457,549	457,549
Net surplus/(deficit)	\$ (3,605,282)	\$ 1,400,253	\$ 1,400,253



**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED REVENUES AND EXPENDITURES REPORT**  
**Month: May 2023**

	<b>CONSOLIDATED TOTALS</b>
<b>REVENUES &amp; TRANSFERS IN</b>	
Property Taxes	\$ 608,896
Replacement Taxes	116,523
Interest	29,491
Miscellaneous	181
Fitness Center Fees	68,907
Aquatic Center & Program Fees	183,871
Recreation Program Fees	769,123
Marketing	8,445
FRC Rental/Member Fees	31,076
Field Rentals- Central Park North	2,100
Field Rentals- Central Park	22,005
Satellite Parks & DNS	-
Information Technology	-
CPW Building Rentals	2,185
Grant Proceeds	-
Donations	-
Sponsorships	15,000
Overhead Revenue-FRC & Rental	-
Overhead Revenue-I.T.	-
Transfers In	-
<b>TOTAL- REVENUES &amp; TRANSFERS IN</b>	<b>\$ 1,857,802</b>
<b>EXPENDITURES/EXPENSES &amp; TRANSFERS OUT</b>	
Accounts Payable and Other	\$ 12,442
May Payroll and Related Benefits	445,108
Overhead Expenditures	-
Transfers Out	-
<b>TOTAL EXPENDITURES/EXPENSES &amp; TRANSFERS OUT</b>	<b>\$ 457,549</b>
<b>NET REVENUES/(EXPENDITURES/EXPENSES)</b>	<b>\$ 1,400,253</b>

**Oak Brook Park District  
Consolidated Balance Sheet  
As of May 31, 2023**

<u>ASSETS</u>		<b>Consolidated Totals</b>
<b>Current Assets</b>		
Cash and Investments	\$	10,808,023
Receivables - Net of Allowances		
Property Taxes		5,122,622
Accounts		475,144
Due from Other Funds		-
Prepays		6,613
Inventories		31,917
Total Current Assets	\$	16,444,319
<b>Noncurrent Assets</b>		
Capital Assets		
Non-depreciable	\$	41,275
Depreciable		5,277,485
Accumulated Depreciation		(3,662,343)
Total Noncurrent Assets	\$	1,656,417
 Total Assets	\$	18,100,736
 <u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Deferred Items-IMRF	\$	57,447
 Total Assets and Deferred outflows of Resources	\$	18,158,183
 <u>LIABILITIES</u>		
<b>Current Liabilities</b>		
Accounts Payable	\$	124,335
Accrued Payroll		464
Retainage Payable		60,000
Unearned Revenue		538,552
Due To Other Funds		-
Unclaimed Property		3,237
Total Current Liabilities	\$	726,588
<b>Noncurrent Liabilities</b>		
Compensated Absences Payable	\$	23,589
Net Pension Liability - IMRF		(274,756)
Total OPEB Liability - RBP		58,097
Total Noncurrent Liabilities	\$	(193,070)
 Total Liabilities	\$	533,518
 <u>DEFERRED INFLOWS OF RESOURCES</u>		
Deferred Items - IMRF	\$	302,416
Property Taxes		5,122,622
 Total Liabilities and Deferred Inflows of Resources	\$	5,958,556
 <u>FUND/NET POSITION BALANCES</u>		
Net Investment in Capital Assets	\$	1,779,060
Non-spendable		-
Restricted		679,785
Committed		6,360,888
Unassigned/Unrestricted		3,379,894
Total Fund Balances	\$	12,199,626
 Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$	18,158,183

**OAK BROOK PARK DISTRICT**  
**Treasurer's Report- As of May 31, 2023**

Investment Type	Bank/Institution	Balance	Rate/APY	Description/Note	Concentration Percentage
<b><u>Money Market</u></b>					
	Evergreen Bank	\$ 5,233,600.41	2.780%	Interest-bearing	55.52%
	Hinsdale Bank	784,966.30	5.200%	Interest-bearing	8.33%
	Sub-Total:	<u>\$ 6,018,566.71</u>			<u>63.85%</u>
<b><u>Savings</u></b>					
	Evergreen Bank	\$ 201,479.07	2.500%	Interest-bearing (Insured Cash Sweep)	2.14%
<b><u>Checking</u></b>					
	Fifth Third Bank	\$ 131,598.93	0.650%	Interest-bearing	1.40%
<b><u>Investment Pool</u></b>					
	The Illinois Funds	\$ 3,074,146.97	5.087%	Illinois Public Treasurers' Investment Pool	32.61%
	<b>Grand Total Investments:</b>	<u><u>\$ 9,425,791.68</u></u>			<u><u>100.00%</u></u>

**Benchmark**

**Three-month U.S.  
Treasury Bill**

5.407%

Highly liquid short-term security. Payment of principal and interest guaranteed by the full faith and credit of the U.S. government. Rate is as of the day's close on 05/31/2023.

Oak Brook Park District		
Schedule of Capital Expenditures/Expenses		
As of May 31, 2023		
DESCRIPTION	VENDOR	Year-to-Date Expenditures
<b>Capital Projects Fund</b>		
Central Park North Phase 2- Design & engineering, soil borings, equipment, furnishings, permit fees, etc. (82% allocation)	Zepole Restaurant Supply	\$ 6,254.04
	<b>SUBTOTAL BALANCE</b>	\$ 6,254.04
<b>Recreation Fund</b>		
	<b>SUBTOTAL BALANCE</b>	\$ -
<b>Tennis Fund</b>		
	<b>SUBTOTAL BALANCE</b>	\$ -
<b>Special Recreation Fund</b>		
Adaptive changing table- Family Locker Room	eSpecial Needs	\$ 891.86
	<b>SUBTOTAL BALANCE</b>	\$ 891.86
<b>TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES</b>		<b>\$ 7,145.90</b>

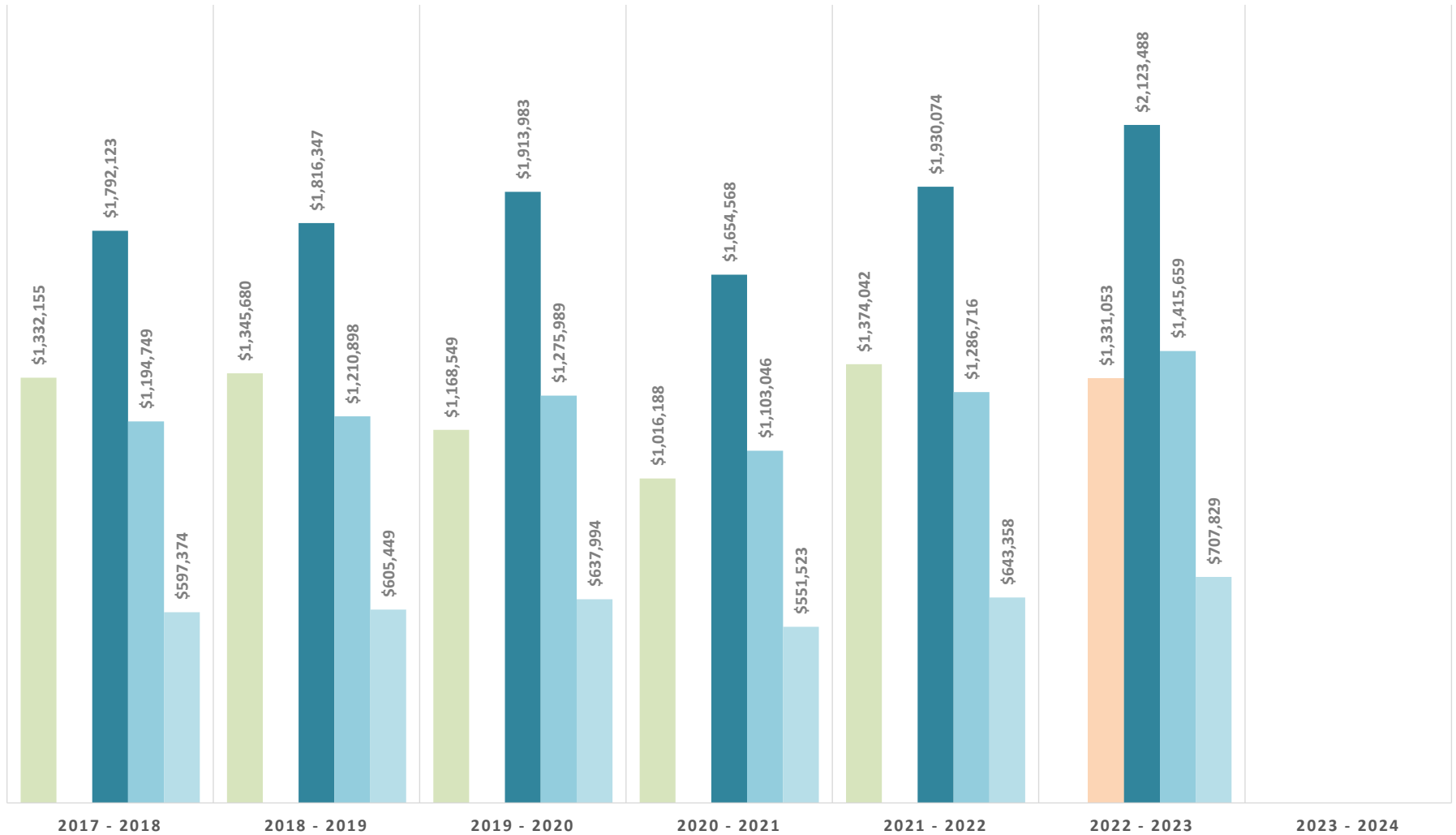
**Oak Brook Park District**  
**General Fund Revenue and Expenditure Summary - Unaudited**  
**UPDATED Fiscal Year-to-Date Activity through April 30 2023 and 2022**  
**100.00% completed (12 out of 12 months)**

	Fiscal Year 2022/2023- Highlighted items reflect more than 8.33% variance					FY 2022/2023 compared to FY 2021/2022- Highlighted items reflect more than 10% variance		
	Original Annual Budget	Amended Annual Budget	April 2023 Actual	Year-To-Date (YTD) Actual	YTD Actual, as a % of Amended Annual Budget	Fiscal Year 2021/2022 YTD Actual	Actual Higher/(Lower) than 2021/2022 YTD Actual	Percent Change
<b><u>REVENUES</u></b>								
Administration	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	N/A
Finance								
Property Taxes	1,444,422	1,444,422	71	1,473,554	102.0%	1,587,356	(113,802)	-7.2%
Personal Prop. Repl. Taxes	164,900	164,900	38,781	329,788	200.0%	251,572	78,216	31.1%
Investment Income	3,000	3,000	3,006	14,963	498.8%	2,653	12,310	464.0%
Other	18,350	18,350	-	8,383	45.7%	17,198	(8,815)	-51.3%
Central Park North	105,500	105,500	3,288	102,408	97.1%	70,684	31,724	44.9%
Central Park	205,500	205,500	19,418	241,553	117.5%	224,407	17,146	7.6%
Saddlebrook Park	500	500	-	407	81.4%	-	407	N/A
Forest Glen Park	500	500	-	-	0.0%	-	-	N/A
Chillem Park	500	500	-	-	0.0%	-	-	N/A
Dean Property	500	500	5,615	2,715	543.1%	-	2,715	N/A
Building-Recreation Center	889,916	889,916	131,191	922,494	103.7%	914,563	7,930	0.9%
Central Park West	76,075	76,075	10,955	74,639	98.1%	50,674	23,965	47.3%
<b>TOTAL REVENUES</b>	<b>\$ 2,909,662</b>	<b>\$ 2,909,662</b>	<b>\$ 212,324</b>	<b>\$ 3,170,903</b>	<b>109.0%</b>	<b>\$ 3,119,107</b>	<b>\$ 51,797</b>	<b>1.7%</b>
<b><u>EXPENDITURES</u></b>								
Administration	\$ 506,537	\$ 512,887	\$ 47,605	\$ 488,967	95.3%	\$ 481,490	\$ 7,477	1.6%
Finance	449,301	389,521	35,486	368,278	94.5%	375,447	(7,169)	-1.9%
Central Park North	36,520	39,483	2,878	36,697	92.9%	28,684	8,013	27.9%
Central Park	800,337	808,887	68,139	752,403	93.0%	670,331	82,071	12.2%
Saddlebrook Park	17,116	17,116	2,656	14,871	86.9%	19,730	(4,860)	-24.6%
Forest Glen Park	26,129	28,129	1,614	20,690	73.6%	18,873	1,817	9.6%
Chillem Park	8,889	8,889	921	4,789	53.9%	2,540	2,249	88.6%
Dean Property	14,632	19,982	3,164	22,375	112.0%	10,354	12,020	116.1%
Professional Services	55,500	55,500	9,602	30,807	55.5%	31,236	(429)	-1.4%
Contracts- Maint. DNS	26,000	26,000	4,415	25,000	96.2%	25,650	(650)	-2.5%
Building-Recreation Center	976,449	1,011,016	119,275	1,001,431	99.1%	856,443	144,988	16.9%
Central Park West	73,707	73,707	11,559	65,011	88.2%	52,653	12,358	23.5%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,991,117</b>	<b>\$ 2,991,117</b>	<b>\$ 307,315</b>	<b>\$ 2,831,317</b>	<b>94.7%</b>	<b>\$ 2,573,432</b>	<b>\$ 257,886</b>	<b>10.0%</b>
<b><u>TRANSFERS OUT</u></b>	<b>\$ 382,575</b>	<b>\$ 382,575</b>	<b>\$ -</b>	<b>\$ 382,575</b>	<b>100.0%</b>	<b>\$ 250,000</b>	<b>\$ 132,575</b>	<b>53.0%</b>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,373,692</b>	<b>\$ 3,373,692</b>	<b>\$ 307,315</b>	<b>\$ 3,213,892</b>	<b>95.3%</b>	<b>\$ 2,823,432</b>	<b>\$ 390,461</b>	<b>13.8%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (464,030)</b>	<b>\$ (464,030)</b>	<b>\$ (94,991)</b>	<b>\$ (42,989)</b>	<b>9.3%</b>	<b>\$ 295,675</b>	<b>\$ (338,664)</b>	<b>-114.5%</b>

**Note>** Fiscal year 2022/2023 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2021/2022, the highlighted items reflect a variance of +/-10.00% or greater.

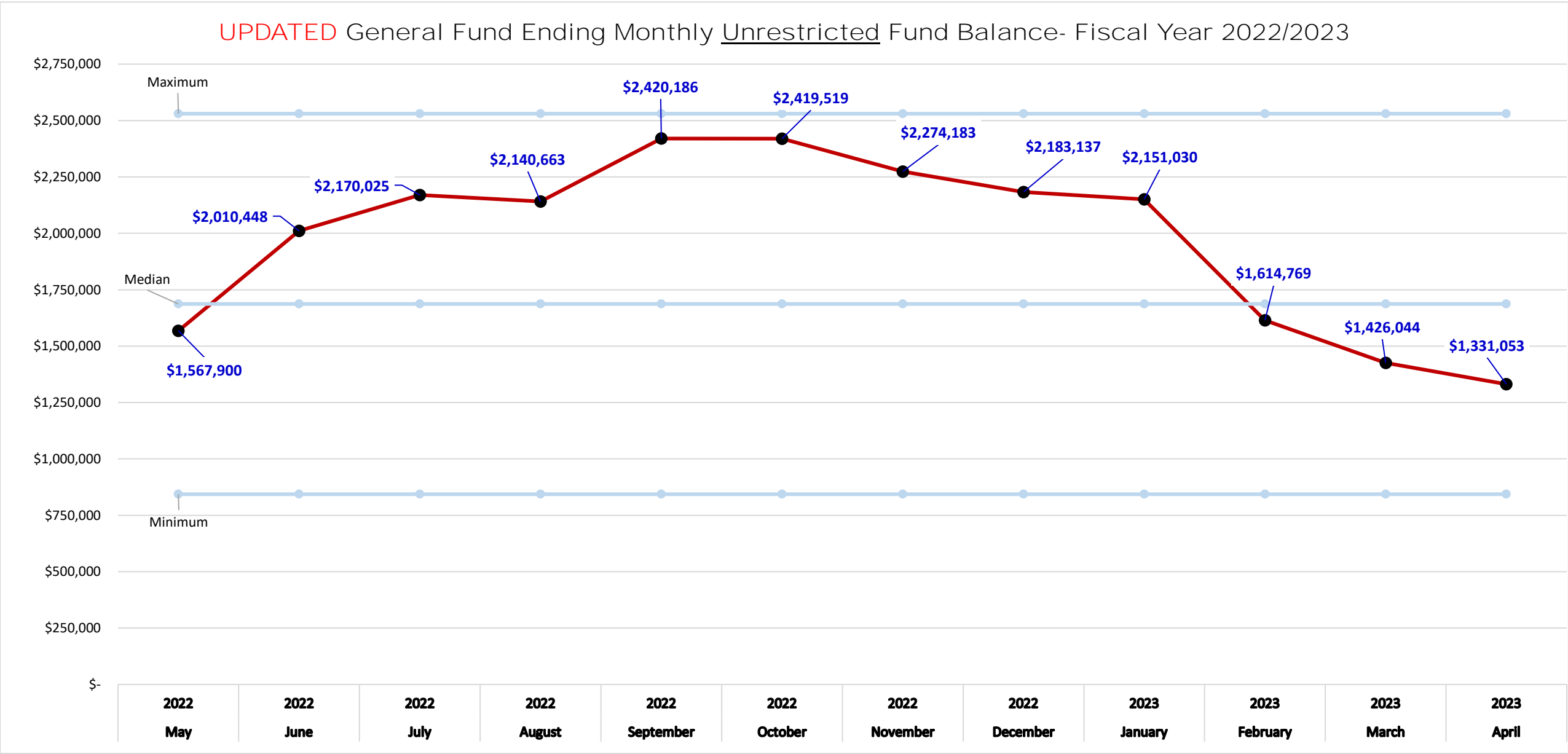
## GENERAL FUND- ACTUAL, PROJECTED AND TARGETED ENDING UNRESTRICTED FUND BALANCE

■ Actual Unrestricted     
 ■ Projected Unrestricted     
 ■ Targeted Maximum Unrestricted (9 Months)  
■ Median Unrestricted (6 months)     
 ■ Targeted Minimum Unrestricted (3 Months)



Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Fund Balance- General Fund

	Actuals- Unaudited											
	May	June	July	August	September	October	November	December	January	February	March	April
	2022	2022	2022	2022	2022	2022	2022	2022	2023	2023	2023	2023
Beginning Unassigned	\$ 1,374,042	\$ 1,567,900	\$ 2,010,448	\$ 2,170,025	\$ 2,140,663	\$ 2,420,186	\$ 2,419,519	\$ 2,274,183	\$ 2,183,137	\$ 2,151,030	\$ 1,614,769	\$ 1,426,044
Monthly Net Surplus/(Deficit)	193,858	442,548	159,576	(29,361)	279,522	(666)	(145,336)	(91,046)	(32,107)	(536,261)	(188,725)	(94,991)
Ending Unassigned	\$ 1,567,900	\$ 2,010,448	\$ 2,170,025	\$ 2,140,663	\$ 2,420,186	\$ 2,419,519	\$ 2,274,183	\$ 2,183,137	\$ 2,151,030	\$ 1,614,769	\$ 1,426,044	\$ 1,331,053



Minimum (3 months Exp.)	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423	\$ 843,423
Median (6 months Exp.)	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846	\$ 1,686,846
Maximum (9 months Exp.)	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269	\$ 2,530,269

**Oak Brook Park District**  
**Recreation Fund Revenue and Expenditure Summary - Unaudited**  
**UPDATED Fiscal Year-to-Date Activity through April 30 2023 and 2022**  
**100.00% completed (12 out of 12 months)**

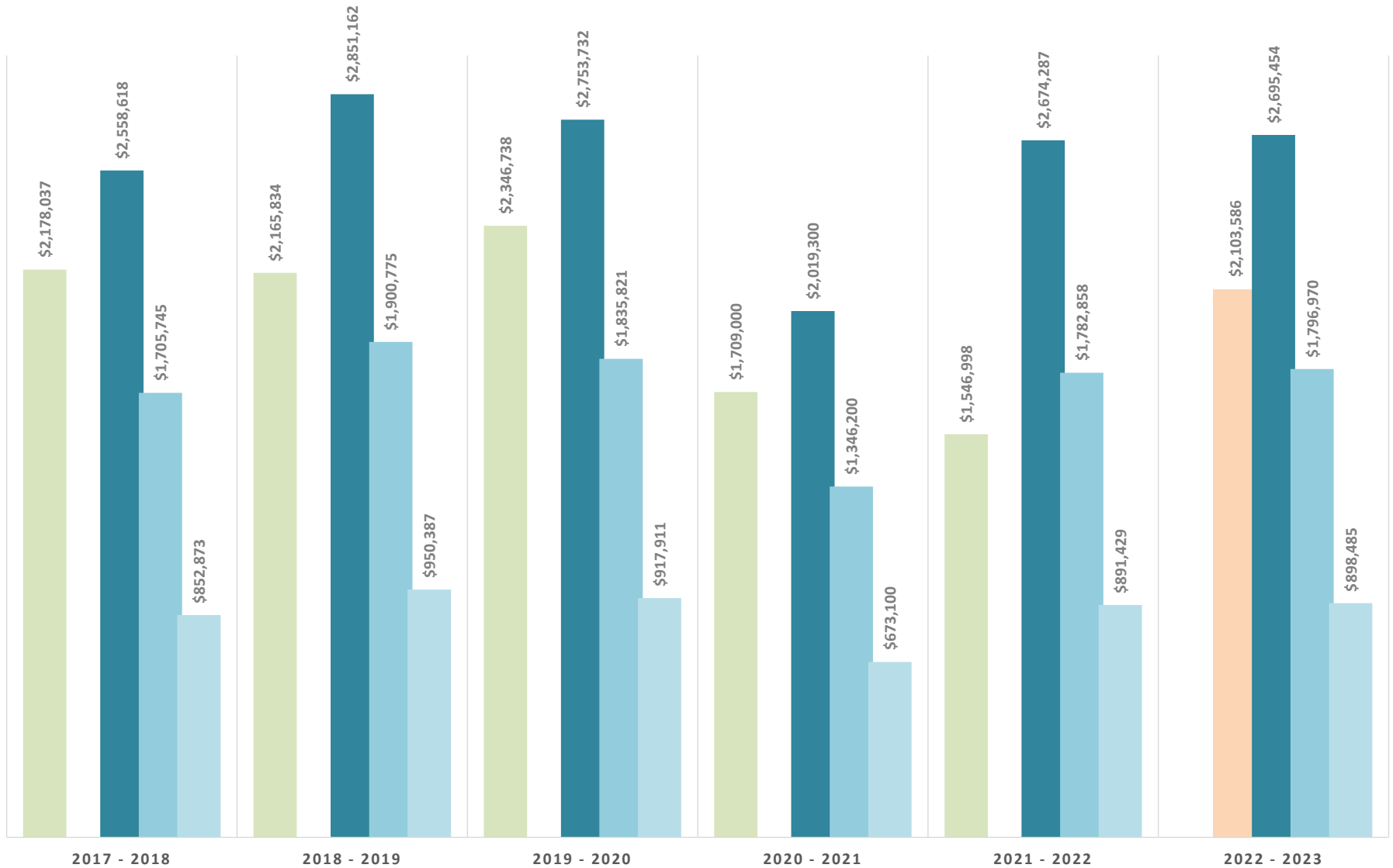
	Fiscal Year 2022/2023- Highlighted items reflect more than 8.33% variance					FY 2022/2023 compared to FY 2021/2022- Highlighted items reflect more than 10% variance		
	Original Annual Budget	Amended Annual Budget	April 2023 Actual	Year-To-Date (YTD) Actual	YTD Actual, as a % of Amended Annual Budget	Fiscal Year 2021/2022 YTD Actual	Actual Higher/(Lower) than 2021/2022 YTD Actual	Percent Change
<b><u>REVENUES</u></b>								
<b>Administration</b>								
Property Taxes	\$ 1,244,269	\$ 1,244,269	\$ 61	\$ 1,268,657	102.0%	\$ 1,233,128	\$ 35,529	2.9%
Personal Prop. Repl. Taxes	51,913	51,913	12,209	103,822	200.0%	79,199	24,623	31.1%
Investment Income	5,500	5,500	5,607	27,071	492.2%	2,928	24,143	824.6%
Other	2,000	2,000	1,299	10,500	525.0%	30,072	(19,572)	-65.1%
<b>Fitness Center</b>	531,393	531,393	59,862	611,242	115.0%	413,306	197,936	47.9%
<b>Aquatic Center</b>	421,187	421,187	34,617	494,926	117.5%	289,644	205,281	70.9%
<b>Aquatic Recreation Prog.</b>	600,033	600,033	9,754	444,593	74.1%	371,493	73,100	19.7%
<b>Children's Programs</b>	375,820	375,820	301	429,417	114.3%	317,105	112,312	35.4%
<b>Preschool Programs</b>	312,646	312,646	36,052	406,241	129.9%	315,601	90,640	28.7%
<b>Youth Programs</b>	222,904	222,904	1,665	226,521	101.6%	160,083	66,439	41.5%
<b>Adult Programs</b>	49,235	49,235	6,716	104,839	212.9%	48,811	56,028	114.8%
<b>Pioneer Programs</b>	73,675	73,675	(953)	25,250	34.3%	42,117	(16,867)	-40.0%
<b>Special Events and Trips</b>	115,370	115,370	2,975	106,721	92.5%	109,186	(2,465)	-2.3%
<b>Marketing</b>	49,000	49,000	(6,520)	68,700	140.2%	12,105	56,595	467.5%
<b>Capital Outlay</b>	-	-	-	-	N/A	-	-	N/A
<b>TOTAL REVENUES</b>	<b>\$ 4,054,945</b>	<b>\$ 4,054,945</b>	<b>\$ 163,646</b>	<b>\$ 4,328,499</b>	<b>106.7%</b>	<b>\$ 3,424,776</b>	<b>\$ 903,723</b>	<b>26.4%</b>
<b><u>EXPENDITURES</u></b>								
<b>Administration</b>	\$ 896,944	\$ 799,944	\$ 99,945	\$ 763,123	95.4%	\$ 740,784	\$ 22,339	3.0%
<b>Fitness Center</b>	411,456	420,456	56,149	344,767	82.0%	372,382	(27,616)	-7.4%
<b>Aquatic Center</b>	958,416	977,566	110,855	919,042	94.0%	655,734	263,308	40.2%
<b>Aquatic Recreation Prog.</b>	293,015	295,815	26,933	249,941	84.5%	237,453	12,489	5.3%
<b>Children's Programs</b>	269,006	314,006	15,337	298,697	95.1%	235,588	63,109	26.8%
<b>Preschool Programs</b>	292,792	292,792	31,027	232,304	79.3%	211,504	20,800	9.8%
<b>Youth Programs</b>	171,426	171,426	8,425	130,413	76.1%	80,112	50,301	62.8%
<b>Adult Programs</b>	29,540	47,290	16,785	57,174	120.9%	21,422	35,753	166.9%
<b>Pioneer Programs</b>	141,389	141,389	6,261	73,137	51.7%	103,091	(29,954)	-29.1%
<b>Special Events and Trips</b>	90,002	93,302	4,860	86,479	92.7%	85,140	1,340	1.6%
<b>Marketing</b>	262,458	262,458	24,598	227,383	86.6%	217,545	9,837	4.5%
<b>Capital Outlay</b>	211,250	211,250	973	211,477	100.1%	285,525	(74,047)	-25.9%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,027,692</b>	<b>\$ 4,027,692</b>	<b>\$ 402,148</b>	<b>\$ 3,593,939</b>	<b>89.2%</b>	<b>\$ 3,246,281</b>	<b>\$ 347,658</b>	<b>10.7%</b>
<b><u>TRANSFERS OUT</u></b>	\$ 177,972	\$ 177,972	\$ -	\$ 177,972	100.0%	\$ 312,548	\$ (134,576)	-43.1%
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 4,205,664</b>	<b>\$ 4,205,664</b>	<b>\$ 402,148</b>	<b>\$ 3,771,911</b>	<b>89.7%</b>	<b>\$ 3,558,829</b>	<b>\$ 213,082</b>	<b>6.0%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (150,719)</b>	<b>\$ (150,719)</b>	<b>\$ (238,503)</b>	<b>\$ 556,589</b>	<b>-369.3%</b>	<b>\$ (134,052)</b>	<b>\$ 690,641</b>	<b>-515.2%</b>

**Note>** Fiscal year 2022/2023 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2021/2022, the highlighted items reflect a variance of +/-10.00% or greater.



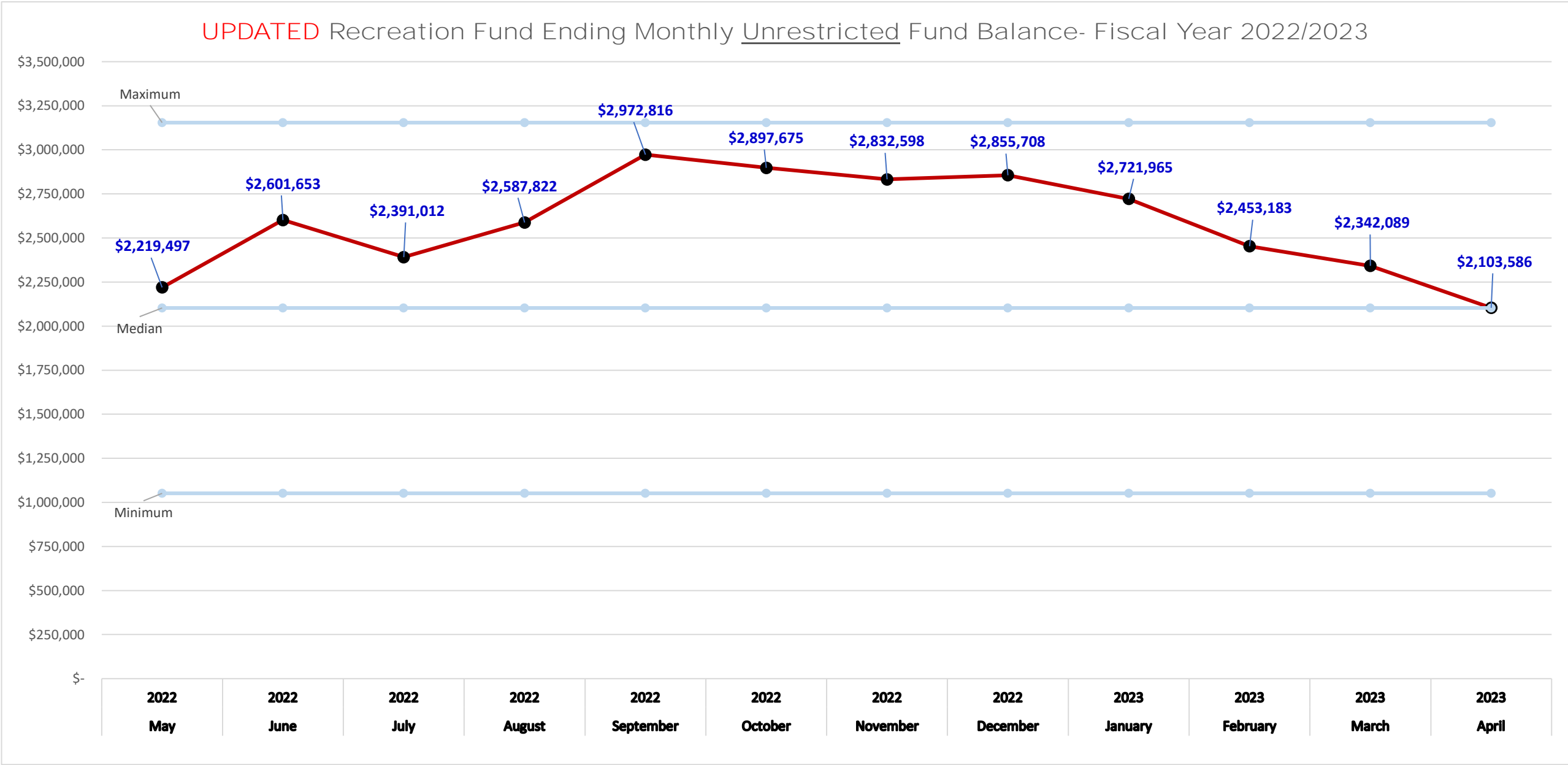
## RECREATION FUND- ACTUAL, PROJECTED AND TARGETED ENDING UNRESTRICTED FUND BALANCE

■ Actual Unrestricted
 ■ Projected Unrestricted
 ■ Targeted Maximum Unrestricted (9 months)
 ■ Median Unrestricted (6 months)
 ■ Targeted Minimum Unrestricted (3 months)



Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Fund Balance- Recreation Fund

Actuals- Unaudited												
	May	June	July	August	September	October	November	December	January	February	March	April
	2022	2022	2022	2022	2022	2022	2022	2022	2023	2023	2023	2023
Beginning Committed	\$ 1,546,998	\$ 2,219,497	\$ 2,601,653	\$ 2,391,012	\$ 2,587,822	\$ 2,972,816	\$ 2,897,675	\$ 2,832,598	\$ 2,855,708	\$ 2,721,965	\$ 2,453,183	\$ 2,342,089
Monthly Net Surplus/(Deficit)	672,499	382,156	(210,640)	196,810	384,994	(75,141)	(65,077)	23,110	(133,743)	(268,782)	(111,094)	(238,503)
Ending Committed	\$ 2,219,497	\$ 2,601,653	\$ 2,391,012	\$ 2,587,822	\$ 2,972,816	\$ 2,897,675	\$ 2,832,598	\$ 2,855,708	\$ 2,721,965	\$ 2,453,183	\$ 2,342,089	\$ 2,103,586



Minimum (3 months Exp.)	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416	\$ 1,051,416
Median (6 months Exp.)	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832	\$ 2,102,832
Maximum (9 months Exp.)	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248	\$ 3,154,248

**Oak Brook Park District**  
**Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited**  
**UPDATED Fiscal Year-to-Date Activity through April 30 2023 and 2022**  
**100.00% completed (12 out of 12 months)**

	Fiscal Year 2022/2023- Highlighted items reflect more than 8.33% variance					FY 2022/2023 compared to FY 2021/2022- Highlighted items reflect more than 10% variance		
	Original Annual Budget	Amended Annual Budget	April 2023 Actual	Year-To-Date (YTD) Actual	YTD Actual, as a % of Amended Annual Budget	Fiscal Year 2021/2022 YTD Actual	FY 2022/2023 YTD Actual Higher/(Lower) than 2021/2022 YTD Actual	Percent Change
<b><u>REVENUES</u></b>								
Administration	\$ 16,000	\$ 16,000	\$ 2,881	\$ 34,822	217.6%	\$ 137,262	\$ (102,440)	-74.6%
Building- Racquet Club	500	500	-	-	0.0%	-	-	N/A
Programs- Racquet Club	1,886,500	1,886,500	64,474	2,041,599	108.2%	1,819,682	221,917	12.2%
<b>TOTAL REVENUES</b>	<b>\$ 1,903,000</b>	<b>\$ 1,903,000</b>	<b>\$ 67,355</b>	<b>\$ 2,076,421</b>	<b>109.1%</b>	<b>\$ 1,956,944</b>	<b>\$ 119,477</b>	<b>6.1%</b>
<b><u>EXPENSES</u></b>								
Administration	\$ 760,230	\$ 723,130	\$ 61,093	\$ 636,402	88.0%	\$ 525,138	\$ 111,264	21.2%
Building- Racquet Club	387,912	397,912	51,039	307,368	77.2%	277,290	30,079	10.8%
Programs- Racquet Club	827,500	854,600	77,005	618,486	72.4%	666,380	(47,894)	-7.2%
Capital Outlay	180,000	180,000	34,113	122,644	68.1%	-	122,644	N/A
<b>TOTAL EXPENSES</b>	<b>\$ 2,155,641</b>	<b>\$ 2,155,641</b>	<b>\$ 223,250</b>	<b>\$ 1,684,901</b>	<b>78.2%</b>	<b>\$ 1,468,808</b>	<b>\$ 216,094</b>	<b>14.7%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (252,641)</b>	<b>\$ (252,641)</b>	<b>\$ (155,895)</b>	<b>\$ 391,519</b>	<b>-155.0%</b>	<b>\$ 488,136</b>	<b>\$ (96,617)</b>	<b>-19.8%</b>

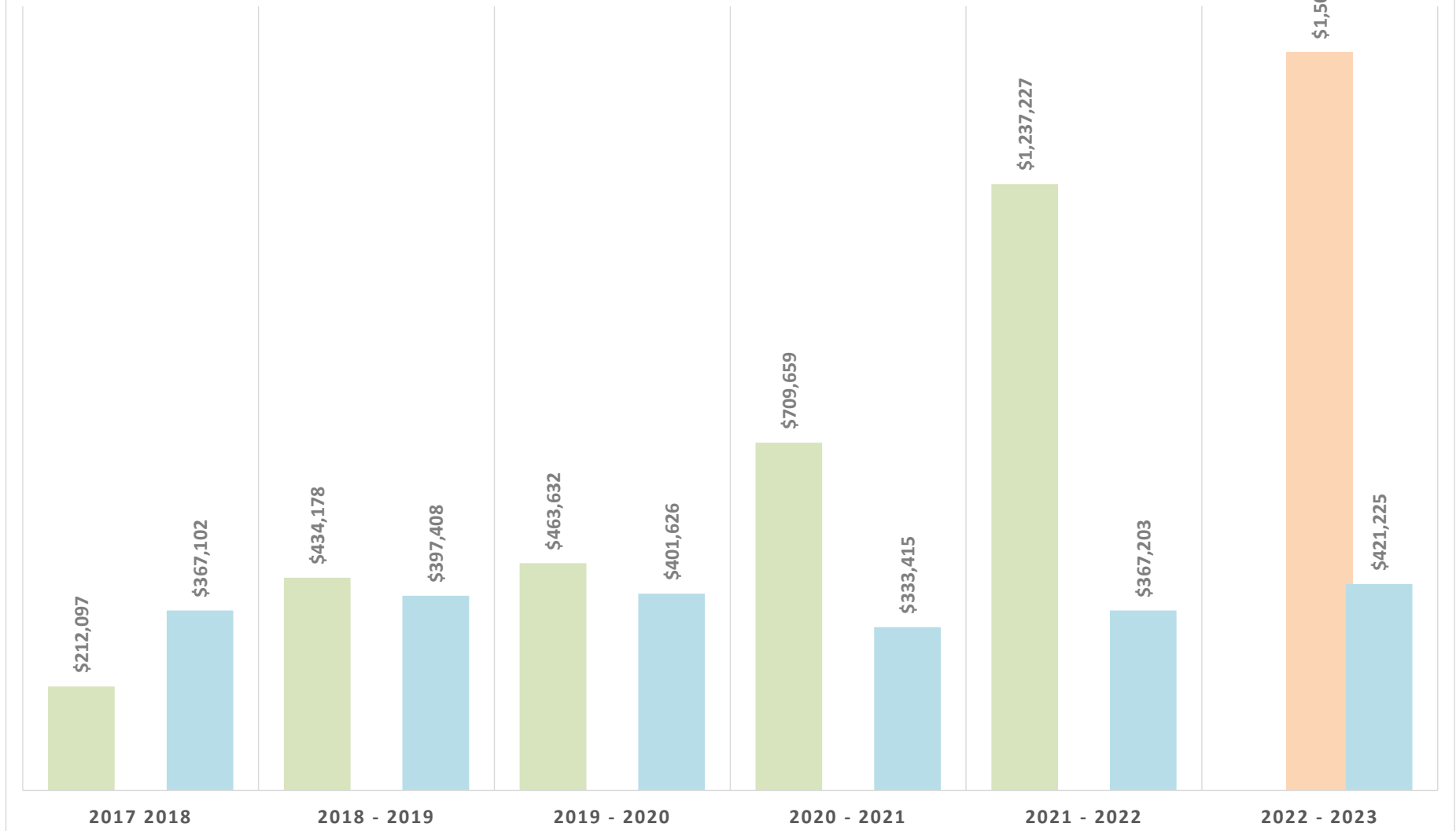
**Note>** Fiscal year 2022/2023 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2021/2022, the highlighted items reflect a variance of +/-10.00% or greater.

# RECREATIONAL FACILITIES FUND- ACTUAL, PROJECTED AND TARGETED ENDING UNRESTRICTED NET POSITION

Actual Unrestricted

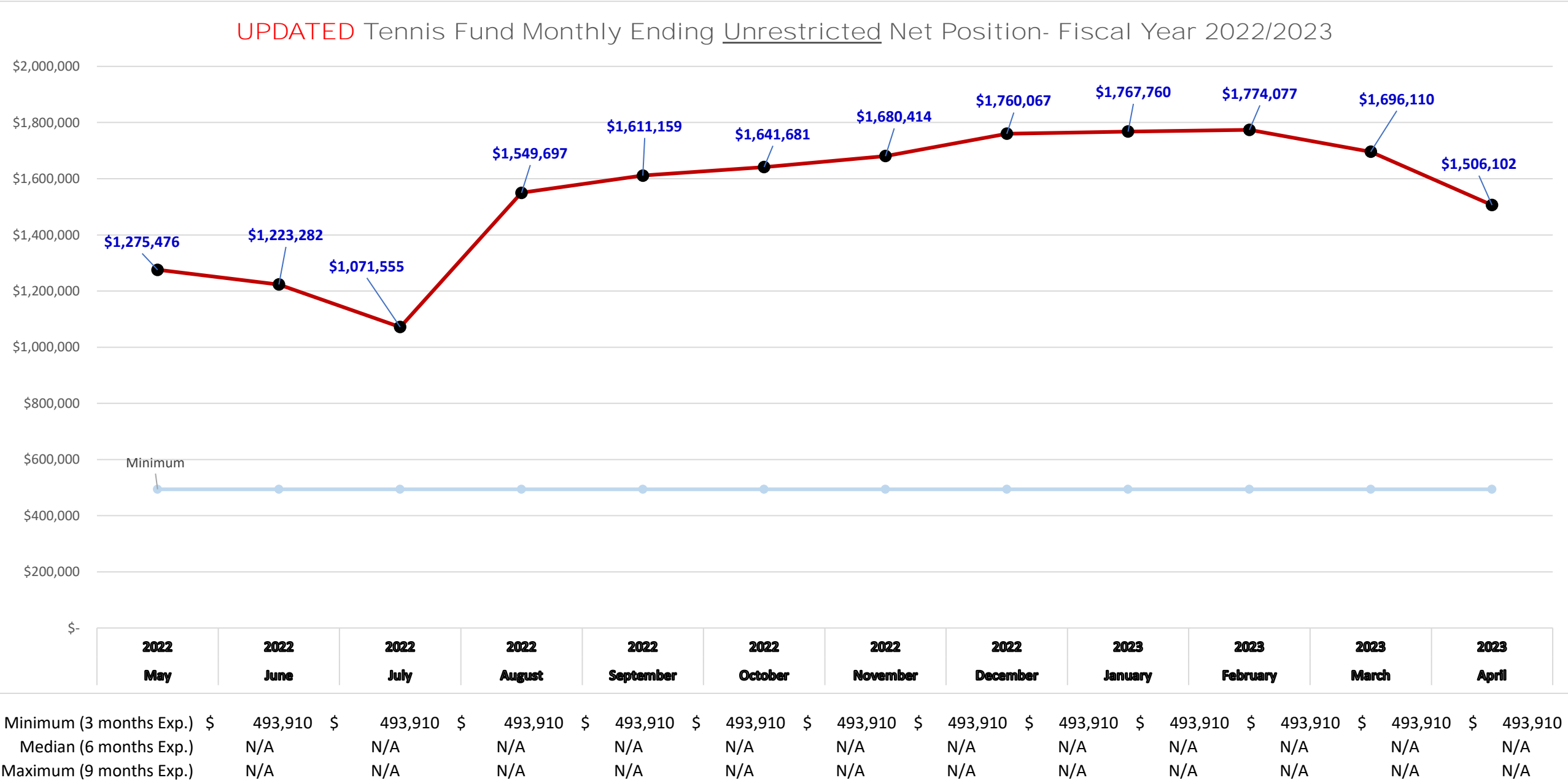
Projected Unrestricted

Targeted Minimum Unrestricted (3 Months)

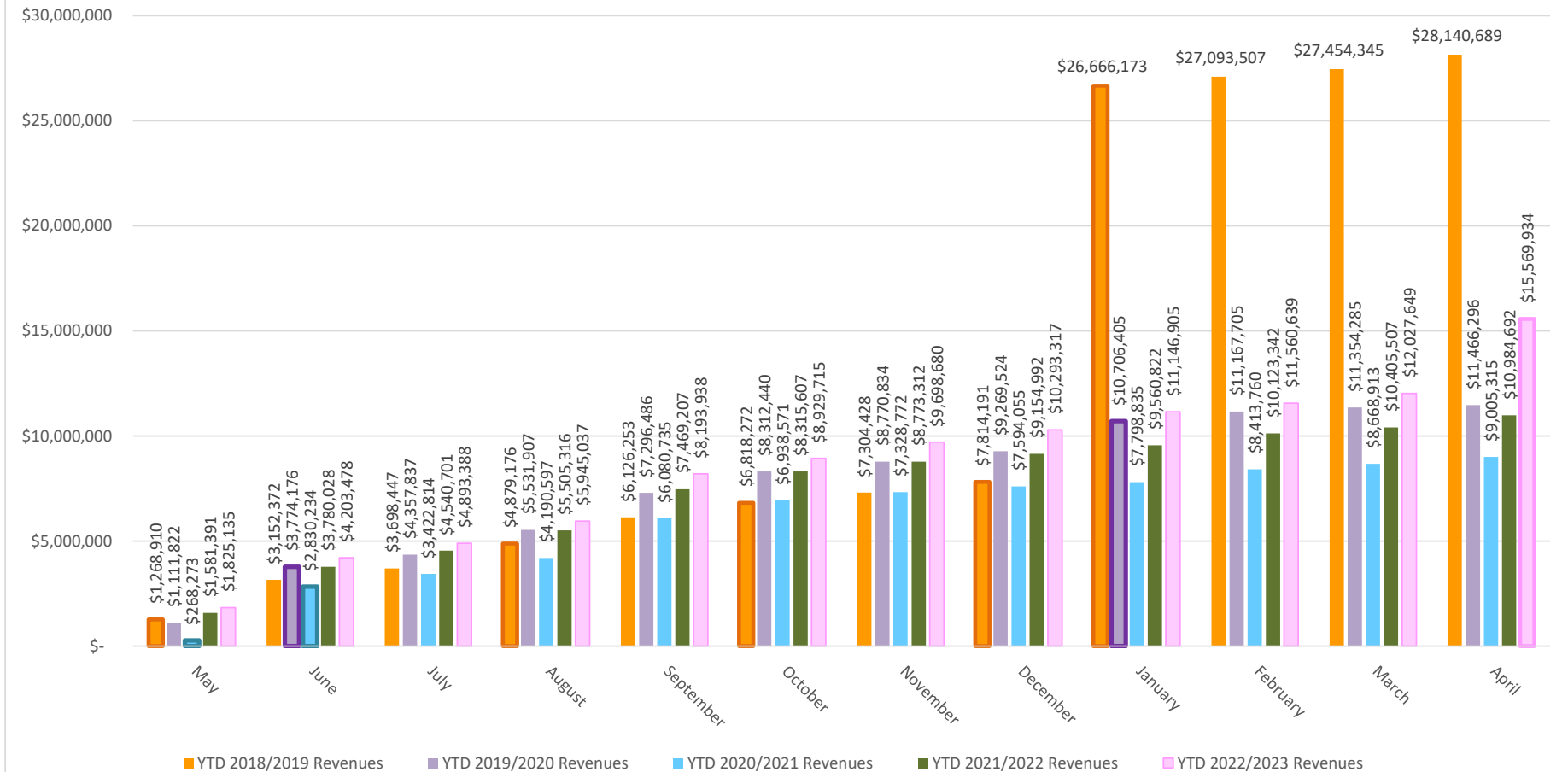


Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Net Position- Tennis Fund

Actuals- Unaudited												
	May	June	July	August	September	October	November	December	January	February	March	April
	2022	2022	2022	2022	2022	2022	2022	2022	2023	2023	2023	2023
Beginning Investment in Capital Assets	\$ 1,656,416	\$ 1,820,731	\$ 1,820,731	1,882,631	1,718,316	1,718,316	1,718,316	1,718,316	1,718,316	1,735,965	1,744,947	1,744,947
Beginning Unrestricted	1,237,227	1,275,476	1,223,282	1,071,555	1,549,697	1,611,159	1,641,681	1,680,414	1,760,067	1,767,760	1,774,077	1,696,110
Monthly Net Surplus/(Deficit)	270,522	(42,479)	(81,730)	228,055	61,461	30,522	38,735	79,469	25,526	(27,078)	(35,589)	(155,895)
Ending Investment in Capital Assets	1,820,731	1,820,731	1,882,631	1,718,316	1,718,316	1,718,316	1,718,316	1,718,316	1,735,965	1,744,947	1,744,947	1,779,060
Ending Unrestricted	1,275,476	1,223,282	1,071,555	1,549,697	1,611,159	1,641,681	1,680,414	1,760,067	1,767,760	1,774,077	1,696,110	1,506,102



## UPDATED Oak Brook Park District- Consolidated Year-to-Date Revenues (excluding transfers in)



### NOTES

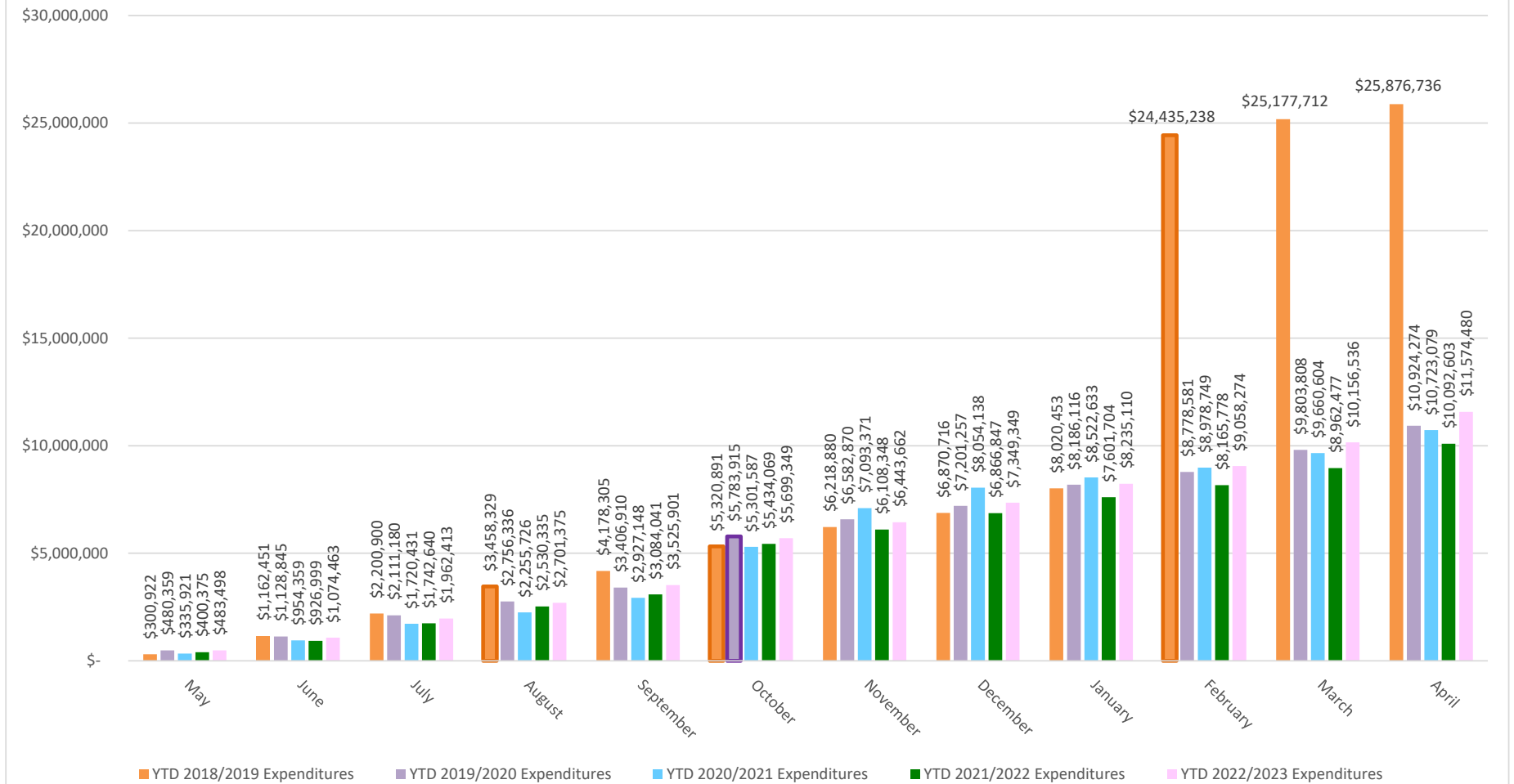
**2018/2019:** Historically, we have received the largest portions of our property taxes in June and September. In FY 2018/2019 we received approximately \$418,000 in property taxes in May and another \$522,000 in August; a month earlier than usual. In addition, this fiscal year is benefitting from approximately \$229,000 in new revenues related to our management of the Village's aquatic center. Tennis group lesson revenue is also significantly higher than prior year. In January 2019 the District received approximately \$18.1 million in bond proceeds to be used for the purchase of 34 acres of land.

**2019/2020:** The large increase in YTD revenues beginning in June 2019 is attributed to the increase in property tax receipts in our Debt Service Fund for the repayment of our 2019 "referendum" bonds. The 1st payment on these bonds is scheduled for October 30, 2019. In January 2020, we recorded \$450,000 in proceeds from the issuance of our 2020 debt certificates plus another \$500,000 in proceeds from a promissory note. These proceeds to fund various outdoor lighting upgrades.

**2020/2021** The large decreases in May and June 2020 revenues is attributed to the closure of all our indoor and outdoor recreation facilities as a result of the COVID-19 pandemic. Such closure began in Mid-March and extended through the end of June 2020, with the resumption of limited on-site programming during the month of June.

**2022/2023** The large increase in YTD revenues beginning in April 2023 is attributed to the sale/issuance of our 2023 General Obligation Limited Tax Park Bonds, which resulted in a \$3 million increase in "Bond Proceeds" revenues.

# UPDATED Oak Brook Park District- Consolidated Year-to-Date Expenditures/Expenses (excluding transfers out)

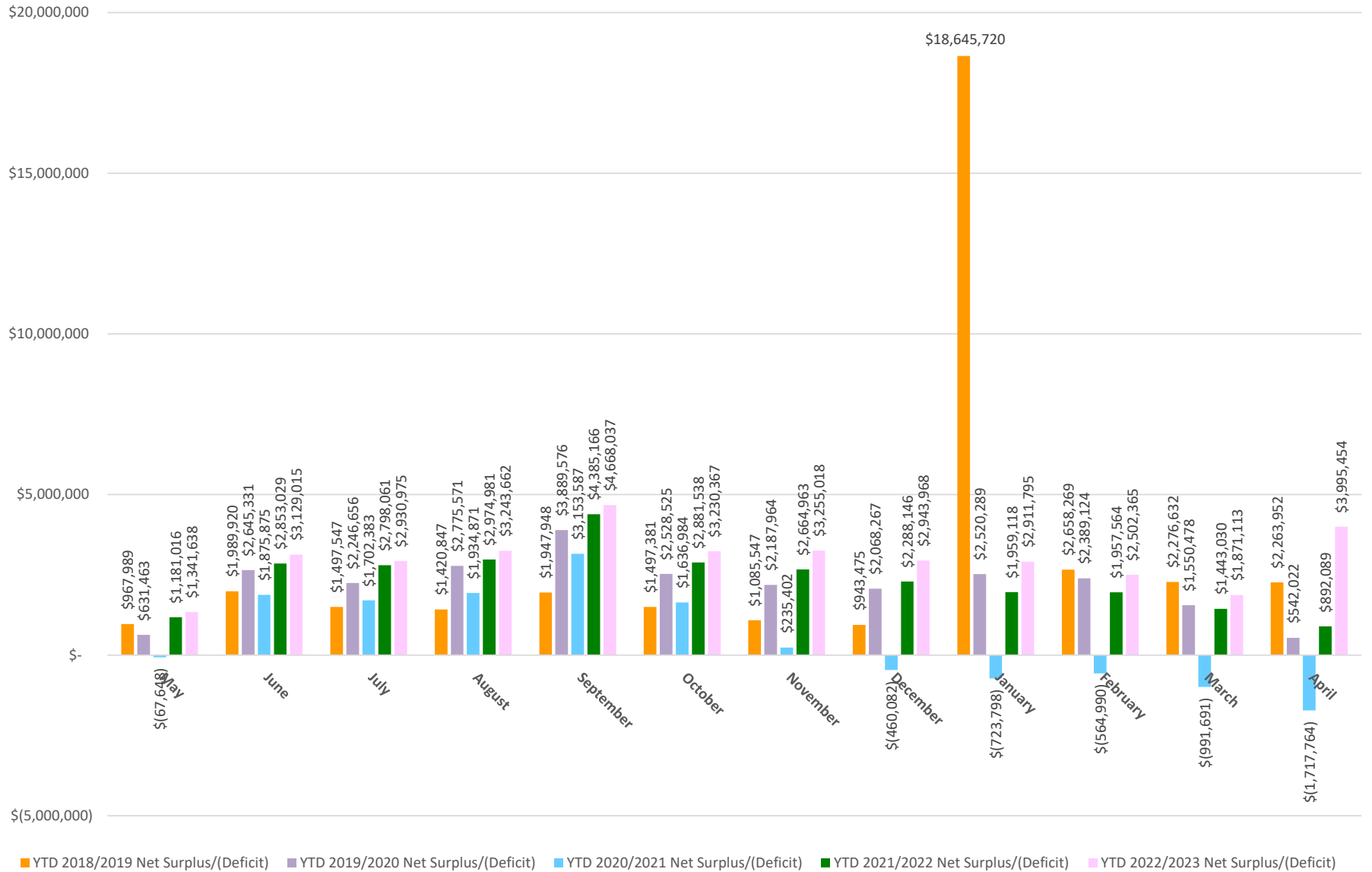


## NOTES

**2018/2019:** The large increase in expenditures during August 2018 is due to the additional capital costs incurred for our Central Park improvement project. During that month we recognized \$502,035 in capital costs which brings the YTD total to \$936,997. In the prior year we had only recognized \$43,525 in capital costs as of the end of August 2017. Additionally, this fiscal year includes new expenditures related to our management of the Village's aquatic center. In February 2019 the District recorded \$15.8 million in capital expenditures for the purchase of 34 acres of land.

**2019/2020:** During October 2019, we made a \$1,226,621 payment on our 2019 G.O. bonds as well as a \$334,605 payment on our 2016/2012 G.O. bonds.

# UPDATED Oak Brook Park District- Consolidated Year-to-Date Net Surplus/(Deficit)







**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENSE REPORT**  
**UPDATED April 2023**

<b>FUND NAME</b>	<b>FY 2022/2023 ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTUAL</b>	<b>Y-T-D ACTUAL (12 months)</b>
<b>GENERAL CORPORATE FUND</b>			
REVENUES	\$ 2,909,662	\$ 212,324	\$ 3,170,903
EXPENDITURES	3,373,692	307,315	3,213,892
SURPLUS/(DEFICIT)	\$ (464,030)	\$ (94,991)	\$ (42,989)
<b>RECREATION FUND</b>			
REVENUES	\$ 4,054,945	\$ 163,646	\$ 4,328,499
EXPENDITURES	4,205,664	402,148	3,771,911
SURPLUS/(DEFICIT)	\$ (150,719)	\$ (238,503)	\$ 556,589
<b>IMRF FUND</b>			
REVENUES	\$ 157,555	\$ 11,035	\$ 206,988
EXPENDITURES	195,000	12,347	171,680
SURPLUS/(DEFICIT)	\$ (37,445)	\$ (1,312)	\$ 35,308
<b>LIABILITY INSURANCE FUND</b>			
REVENUES	\$ 149,199	\$ 3,275	\$ 166,805
EXPENDITURES	158,808	4,109	155,072
SURPLUS/(DEFICIT)	\$ (9,609)	\$ (834)	\$ 11,733
<b>AUDIT FUND</b>			
REVENUES	\$ 12,240	\$ 13	\$ 13,765
EXPENDITURES	13,295	-	13,675
SURPLUS/(DEFICIT)	\$ (1,055)	\$ 13	\$ 90
<b>DEBT SERVICE FUND</b>			
REVENUES	\$ 1,843,916	\$ 263	\$ 1,861,442
EXPENDITURES	1,828,422	292,106	1,828,356
SURPLUS/(DEFICIT)	\$ 15,494	\$ (291,843)	\$ 33,086
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
REVENUES	\$ 1,903,000	\$ 67,355	\$ 2,076,421
EXPENSES	2,155,641	223,250	1,684,901
SURPLUS/(DEFICIT)	\$ (252,641)	\$ (155,895)	\$ 391,519
<b>SPECIAL RECREATION FUND</b>			
REVENUES	\$ 325,473	\$ 620	\$ 330,840
EXPENDITURES	290,977	9,572	240,431
SURPLUS/(DEFICIT)	\$ 34,496	\$ (8,952)	\$ 90,409



**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENSE REPORT**  
**UPDATED April 2023**

<b>FUND NAME</b>	<b>FY 2022/2023 ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTUAL</b>	<b>Y-T-D ACTUAL (12 months)</b>
<b>CAPITAL PROJECT FUND</b>			
REVENUES	\$ 3,520,500	\$ 3,076,067	\$ 3,651,938
EXPENDITURES	1,108,100	146,624	791,699
SURPLUS/(DEFICIT)	\$ 2,412,400	\$ 2,929,444	\$ 2,860,239
<b>SOCIAL SECURITY FUND</b>			
REVENUES	\$ 284,184	\$ 7,687	\$ 322,881
EXPENDITURES	272,000	20,473	263,410
SURPLUS/(DEFICIT)	\$ 12,184	\$ (12,786)	\$ 59,470
<b>CONSOLIDATED SUMMARY</b>			
REVENUES	\$ 15,160,674	\$ 3,542,285	\$ 16,130,481
EXPENDITURES/EXPENSES	13,601,599	1,417,944	12,135,027
SURPLUS/(DEFICIT)	\$ 1,559,075	\$ 2,124,341	\$ 3,995,454

Warrant

## WARRANT #673

06/12/2023 04:38 PM

User: NLAWLER

DB: Oak Brook Park I

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 06/19/2023 - 06/19/2023

Page: 1/6

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
46028	A&A PAVING CONTRACTORS, INC	05/31/2023	06/19/2023	62,820.26	62,820.26	Open	N
46031	ACCRUE SOLUTIONS LLC	06/08/2023	06/19/2023	67.15	67.15	Open	N
46027	AMERICAN SEALCOATNG OF INDIANA	05/23/2023	06/19/2023	55,800.00	55,800.00	Open	N
45819	ANDERSON LANDSCAPE SUPPLY	04/20/2023	04/30/2023	45.00	45.00	Open	Y
45820	ANDERSON LANDSCAPE SUPPLY	04/18/2023	04/30/2023	225.00	225.00	Open	Y
45853	ANN STEWART	03/09/2023	06/19/2023	750.00	750.00	Open	N
45932	AQUA PURE ENTERPRISES, INC.	06/01/2023	06/19/2023	1,274.11	1,274.11	Open	N
45954	AQUA PURE ENTERPRISES, INC.	06/01/2023	06/19/2023	183.22	183.22	Open	N
45867	BEST OFFICIALS	05/10/2023	06/19/2023	440.00	440.00	Open	N
45981	BEST OFFICIALS	05/31/2023	06/19/2023	1,408.00	1,408.00	Open	N
45891	BILL O'CONNELL	05/18/2023	06/19/2023	2,000.00	2,000.00	Open	N
45834	BLICK ART MATERIALS	05/14/2023	06/19/2023	33.99	33.99	Open	N
46017	BURRIS EQUIPMENT COMPANY	03/27/2023	06/19/2023	43.98	43.98	Open	N
45844	BUTTREY RENTAL SERVICE INC.	05/13/2023	06/19/2023	105.00	105.00	Open	N
45926	CARDMEMBER SERVICE	05/26/2023	06/19/2023	201.82	201.82	Open	N
45927	CARDMEMBER SERVICE	05/26/2023	06/19/2023	967.95	967.95	Open	N
45928	CARDMEMBER SERVICE	05/26/2023	06/19/2023	235.54	235.54	Open	N
45929	CARDMEMBER SERVICE	05/26/2023	06/19/2023	233.55	233.55	Open	N
45930	CARDMEMBER SERVICE	05/26/2023	06/19/2023	550.46	550.46	Open	N
45956	CARDMEMBER SERVICE	05/26/2023	06/19/2023	267.51	267.51	Open	N
45957	CARDMEMBER SERVICE	05/26/2023	06/19/2023	924.23	924.23	Open	N
45958	CARDMEMBER SERVICE	05/26/2023	06/19/2023	1,495.68	1,495.68	Open	N
45959	CARDMEMBER SERVICE	05/26/2023	06/19/2023	1,653.87	1,653.87	Open	N
45960	CARDMEMBER SERVICE	05/26/2023	06/19/2023	42.78	42.78	Open	N
45961	CARDMEMBER SERVICE	05/26/2023	06/19/2023	1,428.76	1,428.76	Open	N
45962	CARDMEMBER SERVICE	05/26/2023	06/19/2023	4,691.11	4,691.11	Open	N
45963	CARDMEMBER SERVICE	05/26/2023	06/19/2023	174.02	174.02	Open	N
45964	CARDMEMBER SERVICE	05/26/2023	06/19/2023	79.11	79.11	Open	N
45965	CARDMEMBER SERVICE	05/26/2023	06/19/2023	50.72	50.72	Open	N
45966*	CARDMEMBER SERVICE	05/26/2023	06/19/2023	2,446.84	2,446.84	Open	N
45967	CARDMEMBER SERVICE	05/26/2023	06/19/2023	785.75	785.75	Open	N
45968	CARDMEMBER SERVICE	05/26/2023	06/19/2023	1,782.11	1,782.11	Open	N
45969	CARDMEMBER SERVICE	05/26/2023	06/19/2023	4,383.43	4,383.43	Open	N
45970	CARDMEMBER SERVICE	05/26/2023	06/19/2023	840.85	840.85	Open	N
45971	CARDMEMBER SERVICE	05/26/2023	06/19/2023	213.91	213.91	Open	N
45972	CARDMEMBER SERVICE	05/26/2023	06/19/2023	254.71	254.71	Open	N
45973*	CARDMEMBER SERVICE	05/26/2023	06/19/2023	2,286.47	2,286.47	Open	N
45974	CARDMEMBER SERVICE	05/26/2023	06/19/2023	925.00	925.00	Open	N
45986*	CARDMEMBER SERVICE	05/31/2023	06/19/2023	3,467.37	3,467.37	Open	N
45987	CARDMEMBER SERVICE	05/26/2023	06/19/2023	427.60	427.60	Open	N
45989	CARDMEMBER SERVICE	05/26/2023	06/19/2023	42.38	42.38	Open	N
45994	CARDMEMBER SERVICE	05/26/2023	06/19/2023	1,041.33	1,041.33	Open	N
45997*	CARDMEMBER SERVICE	05/26/2023	06/19/2023	7,712.34	7,712.34	Open	N
46005	CARDMEMBER SERVICE	05/26/2023	06/19/2023	951.96	951.96	Open	N
46006	CARDMEMBER SERVICE	05/26/2023	06/19/2023	175.35	175.35	Open	N
46007	CARDMEMBER SERVICE	05/26/2023	06/19/2023	4,386.45	4,386.45	Open	N
46015	CARDMEMBER SERVICE	06/03/2023	06/19/2023	(72.82)	(72.82)	Open	N

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45943	CHARLES VINCENT GEORGE ARCHITECTS	05/11/2023	06/19/2023	4,755.00	4,755.00	Open	N
45944	CHARLES VINCENT GEORGE ARCHITECTS	04/18/2023	06/19/2023	150.00	150.00	Open	N
45945	CHARLES VINCENT GEORGE ARCHITECTS	04/18/2023	06/19/2023	315.00	315.00	Open	N
45993	CHARLES VINCENT GEORGE ARCHITECTS	05/11/2023	06/19/2023	1,335.15	1,335.15	Open	N
45999	CLASSIC LANDSCAPE, LTD.	05/31/2023	06/19/2023	7,203.00	7,203.00	Open	N
45813	COM ED	04/14/2023	04/30/2023	446.75	446.75	Open	Y
45920	COM ED	06/01/2023	06/19/2023	498.21	498.21	Open	N
45921	COM ED	05/30/2023	06/19/2023	30.81	30.81	Open	N
45998	DAVEY RESOURCE GROUP INC	06/06/2023	06/19/2023	4,356.90	4,356.90	Open	N
45824	DAWSONS TREE SERVICE	05/03/2023	04/30/2023	3,490.00	3,490.00	Open	Y
45895	DAWSONS TREE SERVICE	05/25/2023	06/19/2023	3,300.00	3,300.00	Open	N
45807	DIRECT ENERGY BUSINESS	05/09/2023	04/30/2023	244.84	244.84	Open	Y
45822	DIRECT ENERGY BUSINESS	05/09/2023	04/30/2023	2,537.85	2,537.85	Open	Y
45827	DREISILKER ELECTRIC MOTORS INC	05/15/2023	06/19/2023	198.30	198.30	Open	N
45829	EBEL'S ACE HARDWARE #8313	05/17/2023	06/19/2023	31.68	31.68	Open	N
45831	EBEL'S ACE HARDWARE #8313	05/17/2023	06/19/2023	117.20	117.20	Open	N
45838	EBEL'S ACE HARDWARE #8313	05/10/2023	06/19/2023	0.21	0.21	Open	N
45839	EBEL'S ACE HARDWARE #8313	05/10/2023	06/19/2023	(5.60)	(5.60)	Open	N
45840	EBEL'S ACE HARDWARE #8313	05/10/2023	06/19/2023	6.99	6.99	Open	N
45874	EBEL'S ACE HARDWARE #8313	05/23/2023	06/19/2023	115.68	115.68	Open	N
45875	EBEL'S ACE HARDWARE #8313	05/27/2023	06/19/2023	61.69	61.69	Open	N
45908	EBEL'S ACE HARDWARE #8313	05/25/2023	06/19/2023	55.78	55.78	Open	N
45909	EBEL'S ACE HARDWARE #8313	05/31/2023	06/19/2023	43.77	43.77	Open	N
45885	ENERGIZE SPORTZ	05/03/2023	06/19/2023	6,348.30	6,348.30	Open	N
45918	ENERGIZE SPORTZ	05/03/2023	06/19/2023	4,967.20	4,967.20	Open	N
45991	ENGINEERING RESOURCE ASSOCIATES	05/31/2023	06/19/2023	8,487.69	8,487.69	Open	N
45934	EWING IRRIGATION PRODUCTS INC	05/31/2023	06/19/2023	440.57	440.57	Open	N
45935	EWING IRRIGATION PRODUCTS INC	05/31/2023	06/19/2023	27.17	27.17	Open	N
46010	FERGUSON FACILITY #3400	05/30/2023	06/19/2023	42.33	42.33	Open	N
46011	FERGUSON FACILITY #3400	05/16/2023	06/19/2023	741.78	741.78	Open	N
46012	FERGUSON FACILITY #3400	05/02/2023	06/19/2023	1,666.31	1,666.31	Open	N
46013	FERGUSON FACILITY #3400	05/25/2023	06/19/2023	3,016.13	3,016.13	Open	N
45904	FLAGG CREEK WATER RECLAMATION	05/26/2023	06/19/2023	1,064.85	1,064.85	Open	N
45905	FLAGG CREEK WATER RECLAMATION	05/26/2023	06/19/2023	74.17	74.17	Open	N
45906	FLAGG CREEK WATER RECLAMATION	05/26/2023	06/19/2023	37.91	37.91	Open	N
45907	FLAGG CREEK WATER RECLAMATION	05/26/2023	06/19/2023	34.76	34.76	Open	N
45931	FLUID RUNNING LLC	06/01/2023	06/19/2023	4,752.00	4,752.00	Open	N
45952	FLUID RUNNING LLC	06/01/2023	06/19/2023	3,594.00	3,594.00	Open	N
45852	GREGG COMMUNICATIONS SYSTEMS	05/01/2023	06/19/2023	3,338.00	3,338.00	Open	N
45809	HAGG PRESS	04/30/2023	04/30/2023	205.00	205.00	Open	Y
45835	HAGG PRESS	05/11/2023	06/19/2023	190.00	190.00	Open	N
45836	HAGG PRESS	05/18/2023	06/19/2023	350.00	350.00	Open	N
45924	HAGG PRESS	06/02/2023	06/19/2023	190.00	190.00	Open	N
45975	HAGG PRESS	06/06/2023	06/19/2023	220.00	220.00	Open	N
46024	HAGG PRESS	06/08/2023	06/19/2023	273.00	273.00	Open	N
45948	HALOGEN SUPPLY COMPANY, INC.	06/01/2023	06/19/2023	100.64	100.64	Open	N
45949	HALOGEN SUPPLY COMPANY, INC.	05/12/2023	06/19/2023	159.90	159.90	Open	N

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45843	HINSDALE NURSERIES INC	05/15/2023	06/19/2023	207.48	207.48	Open	N
45937	HINSDALE NURSERIES INC	05/31/2023	06/19/2023	72.37	72.37	Open	N
46022	HINSDALE NURSERIES INC	06/07/2023	06/19/2023	246.32	246.32	Open	N
46023	HINSDALE NURSERIES INC	06/06/2023	06/19/2023	323.66	323.66	Open	N
45876	HOME DEPOT CREDIT SERVICES	05/05/2023	06/19/2023	76.82	76.82	Open	N
45877	HOME DEPOT CREDIT SERVICES	05/24/2023	06/19/2023	124.80	124.80	Open	N
45878	HOME DEPOT CREDIT SERVICES	05/18/2023	06/19/2023	121.03	121.03	Open	N
45879	HOME DEPOT CREDIT SERVICES	05/05/2023	06/19/2023	80.94	80.94	Open	N
45880	HOME DEPOT CREDIT SERVICES	05/24/2023	06/19/2023	270.03	270.03	Open	N
45881	HOME DEPOT CREDIT SERVICES	05/04/2023	06/19/2023	62.32	62.32	Open	N
45882	HOME DEPOT CREDIT SERVICES	05/15/2023	06/19/2023	193.49	193.49	Open	N
45883	HOME DEPOT CREDIT SERVICES	05/18/2023	06/19/2023	(86.01)	(86.01)	Open	N
45900	HOME DEPOT CREDIT SERVICES	06/15/2023	06/19/2023	100.56	100.56	Open	N
45919	HOME DEPOT CREDIT SERVICES	05/10/2023	06/19/2023	5.21	5.21	Open	N
45982	HOME DEPOT CREDIT SERVICES	05/03/2023	06/19/2023	1,992.00	1,992.00	Open	N
45896	HOMER INDUSTRIES	05/23/2023	06/19/2023	140.00	140.00	Open	N
45901	ICON SHELTER SYSTEMS INC	05/25/2023	06/19/2023	41,265.00	41,265.00	Open	N
45816	ILLINOIS STATE POLICE	04/30/2023	04/30/2023	120.00	120.00	Open	Y
46029	INTEGRAL CONSTRUCTION INC	06/06/2023	06/19/2023	493,614.00	493,614.00	Open	N
46030	INTEGRAL CONSTRUCTION INC	06/06/2023	06/19/2023	141,174.00	141,174.00	Open	N
46014	JOHNSTONE SUPPLY- HEARTLAND GROUP	06/03/2023	06/19/2023	113.73	113.73	Open	N
45942	KLUBER ARCHITECTS & ENGINEERS	04/30/2023	06/19/2023	853.45	853.45	Open	N
45846	KNOWBE4 INC	05/09/2023	06/19/2023	1,485.00	1,485.00	Open	N
45976	KONICA MINOLTA BUSINESS	05/31/2023	06/19/2023	859.70	859.70	Open	N
45977	KONICA MINOLTA BUSINESS	05/31/2023	06/19/2023	10.15	10.15	Open	N
45814	KONICA MINOLTA PREMIER FINANCE	05/01/2023	04/30/2023	739.00	739.00	Open	Y
46019	LAKESHORE ATHLETIC SERVICES	05/27/2023	06/19/2023	3,811.50	3,811.50	Open	N
45933	LANDSCAPE STRUCTURES INC	05/19/2023	06/19/2023	77,947.00	77,947.00	Open	N
45903	LENNO LASN	05/31/2023	06/19/2023	446.00	446.00	Open	N
45826	M&M LOCK & SAFE, LTD	05/09/2023	06/19/2023	106.00	106.00	Open	N
45823	MARKET ACCESS CORP.	05/12/2023	04/30/2023	350.00	350.00	Open	Y
45979	MARKET ACCESS CORP.	04/10/2023	06/19/2023	545.00	545.00	Open	N
45980	MARKET ACCESS CORP.	06/05/2023	06/19/2023	175.00	175.00	Open	N
45983	MASTERBLEND INTERNATIONAL LLC	05/16/2023	06/19/2023	2,047.00	2,047.00	Open	N
46020	McMASTER-CARR	05/31/2023	06/19/2023	26.84	26.84	Open	N
45870	MEDIA NUT	04/30/2023	06/19/2023	2,700.00	2,700.00	Open	N
45978	MEDIA NUT	05/01/2023	06/19/2023	599.95	599.95	Open	N
45514	MENARDS	03/17/2023	04/24/2023	(100.79)	(100.79)	Open	Y
45946	MINUTEMAN SECURITY TECHNOLOGIES INC	05/24/2023	06/19/2023	7,254.36	7,254.36	Open	N
45810	NEXT GENERATION	04/25/2023	04/30/2023	165.00	165.00	Open	Y
45833	NEXT GENERATION	05/11/2023	06/19/2023	332.25	332.25	Open	N
45864	NEXT GENERATION	05/12/2023	06/19/2023	270.00	270.00	Open	N
45888	NEXT GENERATION	05/24/2023	06/19/2023	1,529.15	1,529.15	Open	N
45923	NEXT GENERATION	05/24/2023	06/19/2023	565.25	565.25	Open	N
45992	NEXT GENERATION	06/01/2023	06/19/2023	1,387.50	1,387.50	Open	N
45995	NEXT GENERATION	06/07/2023	06/19/2023	1,241.40	1,241.40	Open	N
45799	NICOR GAS	05/05/2023	06/19/2023	284.74	284.74	Open	Y

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45800	NICOR GAS	05/05/2023	06/19/2023	1,064.37	1,064.37	Open	Y
45938	OAKBROOK TERRACE PARK DISTRICT	06/03/2023	06/19/2023	93.60	93.60	Open	N
45955	OAKBROOK TERRACE PARK DISTRICT	06/03/2023	06/19/2023	48.60	48.60	Open	N
45856	O'REILLY AUTO PARTS	05/08/2023	06/19/2023	37.51	37.51	Open	N
45857	O'REILLY AUTO PARTS	05/08/2023	06/19/2023	66.50	66.50	Open	N
45902	OZINGA READY MIX CONCRETE INC	05/18/2023	06/19/2023	429.25	429.25	Open	N
45828	PADDOCK PUBLICATIONS, INC.	05/15/2023	06/19/2023	138.00	138.00	Open	N
45812	PC CONNECTION	04/14/2023	04/30/2023	1,772.00	1,772.00	Open	Y
45868	PETTY CASH - CORPORATE ADMIN.	05/24/2023	06/19/2023	90.36	90.36	Open	N
45953	PETTY CASH - CORPORATE ADMIN.	04/30/2023	06/19/2023	25.35	25.35	Open	N
45808	PFEIFFER'S PEST CONTROL	04/28/2023	04/30/2023	125.00	125.00	Open	Y
46008	PFEIFFER'S PEST CONTROL	05/31/2023	06/19/2023	350.00	350.00	Open	N
45866	PIONEER MANUFACTURING CO.	05/15/2023	06/19/2023	3,742.73	3,742.73	Open	N
46000	PRODUCTIVE PARKS	06/01/2023	06/19/2023	3,024.00	3,024.00	Open	N
46018	PRO-SAFETY, INC	06/05/2023	06/19/2023	108.00	108.00	Open	N
45825	QUADIENT FINANCE USA	05/15/2023	06/19/2023	200.00	200.00	Open	N
45898	QUENCH USA, INC	06/01/2023	06/19/2023	128.49	128.49	Open	N
45854	REINDERS, INC.	05/01/2023	06/19/2023	712.38	712.38	Open	N
45941	ROBBINS SCHWARTZ	05/24/2023	06/19/2023	4,107.92	4,107.92	Open	N
45890	SATURDAY JUNE BAND	05/18/2023	06/19/2023	1,300.00	1,300.00	Open	N
45912	SBC WASTE SOLUTIONS	05/31/2023	06/19/2023	250.00	250.00	Open	N
45913	SBC WASTE SOLUTIONS	05/31/2023	06/19/2023	262.93	262.93	Open	N
45914	SBC WASTE SOLUTIONS	05/31/2023	06/19/2023	618.00	618.00	Open	N
45847	SERVICE SANITATION, INC.	04/28/2023	06/19/2023	489.25	489.25	Open	N
45848	SERVICE SANITATION, INC.	04/28/2023	06/19/2023	139.05	139.05	Open	N
45849	SERVICE SANITATION, INC.	04/28/2023	06/19/2023	334.75	334.75	Open	N
45858	SERVICE SANITATION, INC.	05/10/2023	06/19/2023	2,300.00	2,300.00	Open	N
45865	SERVICE SANITATION, INC.	05/15/2023	06/19/2023	970.00	970.00	Open	N
45892	SERVICE SANITATION, INC.	05/22/2023	06/19/2023	2,430.00	2,430.00	Open	N
46002	SERVICE SANITATION, INC.	05/26/2023	06/19/2023	334.75	334.75	Open	N
46003	SERVICE SANITATION, INC.	05/26/2023	06/19/2023	139.05	139.05	Open	N
46004	SERVICE SANITATION, INC.	05/26/2023	06/19/2023	489.25	489.25	Open	N
45817	SITEONE LANDSCAPE SUPPLY LLC	04/26/2023	04/30/2023	676.29	676.29	Open	Y
45841	SITEONE LANDSCAPE SUPPLY LLC	05/05/2023	06/19/2023	207.77	207.77	Open	N
45894	SITEONE LANDSCAPE SUPPLY LLC	05/24/2023	06/19/2023	266.60	266.60	Open	N
45916	SITEONE LANDSCAPE SUPPLY LLC	05/08/2023	06/19/2023	1,166.12	1,166.12	Open	N
45936	SITEONE LANDSCAPE SUPPLY LLC	05/31/2023	06/19/2023	136.00	136.00	Open	N
46021	SITEONE LANDSCAPE SUPPLY LLC	06/06/2023	06/19/2023	620.80	620.80	Open	N
45910	SPORTSFIELDS INC.	06/01/2023	06/19/2023	510.00	510.00	Open	N
45850	STERLING NETWORK INTEGRATION	05/01/2023	06/19/2023	205.40	205.40	Open	N
45851	STERLING NETWORK INTEGRATION	05/01/2023	06/19/2023	495.00	495.00	Open	N
45951	STERLING NETWORK INTEGRATION	05/15/2023	06/19/2023	1,814.70	1,814.70	Open	N
46001	STERLING NETWORK INTEGRATION	06/01/2023	06/19/2023	1,069.00	1,069.00	Open	N
46025	STERLING NETWORK INTEGRATION	06/01/2023	06/19/2023	1,855.62	1,855.62	Open	N
45818	SUBURBAN DOOR CHECK & LOCK	05/09/2023	04/30/2023	2,238.00	2,238.00	Open	Y
45899	SWEET COMB CHICAGO	06/15/2023	06/19/2023	4,000.00	4,000.00	Open	N
45984	TAKEFORM	05/16/2023	06/19/2023	2,434.75	2,434.75	Open	N

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45842	TAMELING INDUSTRIES INC.	05/11/2023	06/19/2023	126.00	126.00	Open	N
45871	TAMELING INDUSTRIES INC.	05/18/2023	06/19/2023	412.00	412.00	Open	N
46016	TAMELING INDUSTRIES INC.	06/01/2023	06/19/2023	168.00	168.00	Open	N
45911	TAYLOR PLUMBING	05/31/2023	06/19/2023	356.85	356.85	Open	N
46009	TAYLOR PLUMBING	05/31/2023	06/19/2023	475.80	475.80	Open	N
46026	TAYLOR PLUMBING	05/31/2023	06/19/2023	1,070.55	1,070.55	Open	N
45950	THE LIFEGUARD STORE	05/15/2023	06/19/2023	1,748.25	1,748.25	Open	N
45947	TOWERSTREAM CORPORATION	06/01/2023	06/19/2023	215.00	215.00	Open	N
45859	TRUGREEN	05/10/2023	06/19/2023	3,466.57	3,466.57	Open	N
45860	TRUGREEN	05/05/2023	06/19/2023	167.73	167.73	Open	N
45861	TRUGREEN	05/05/2023	06/19/2023	351.13	351.13	Open	N
45862	TRUGREEN	05/05/2023	06/19/2023	353.36	353.36	Open	N
45863	TRUGREEN	05/05/2023	06/19/2023	3,377.11	3,377.11	Open	N
45872	UNITED LABORATORIES	05/22/2023	06/19/2023	269.09	269.09	Open	N
45996	UPLAND DESIGN LTD	06/05/2023	06/19/2023	2,304.42	2,304.42	Open	N
45893	VACKER INC.	05/18/2023	06/19/2023	990.00	990.00	Open	N
45889	VC3, INC	05/18/2023	06/19/2023	999.00	999.00	Open	N
45887	VILLAGE OF OAK BROOK	05/25/2023	06/19/2023	2,000.00	2,000.00	Open	N
45915	VILLAGE OF OAK BROOK	05/25/2023	06/19/2023	76.50	76.50	Open	N
45940	VILLAGE OF OAK BROOK	05/01/2023	06/19/2023	981.24	981.24	Open	N
45988	VILLAGE OF OAK BROOK	06/07/2023	06/19/2023	960.17	960.17	Open	N
45897	WAREHOUSE DIRECT INC.	05/26/2023	06/19/2023	65.00	65.00	Open	N
45922	ZAZZO'S PIZZA	05/30/2023	06/19/2023	179.25	179.25	Open	N
45985	ZAZZO'S PIZZA	05/31/2023	06/19/2023	1,766.90	1,766.90	Open	N

# of Invoices: 208 # Due: 208

# of Credit Memos: 4 # Due: 4

Totals: 1,092,865.25 1,092,865.25

Totals: (265.22) (265.22)

Net of Invoices and Credit Memos: 1,092,600.03 1,092,600.03

\* 4 Net Invoices have Credits Totalling: (1,276.58)



## WARRANT #673

06/12/2023 04:38 PM

User: NLAWLER

DB: Oak Brook Park L

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 06/19/2023 - 06/19/2023

Page: 6/6

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			106,775.65	106,775.65		
	02 - RECREATION FUND			110,219.11	110,219.11		
	06 - DEBT SERVICE FUND			2,000.00	2,000.00		
	07 - RECREATIONAL FACILITIES FUND			33,817.44	33,817.44		
	09 - SPECIAL RECREATION FUND			78,250.12	78,250.12		
	12 - CAPITAL PROJECTS FUND			761,537.71	761,537.71		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			87,238.66	87,238.66		
	02 - FINANCE			469.95	469.95		
	04 - CENTRAL PARK NORTH			12,015.24	12,015.24		
	05 - CENTRAL PARK			32,761.57	32,761.57		
	06 - SADDLEBROOK PARK			1,750.42	1,750.42		
	07 - FOREST GLEN PARK			1,785.16	1,785.16		
	08 - CHILLEM PARK			409.21	409.21		
	09 - DEAN PROPERTY			9,212.59	9,212.59		
	10 - PROFESSIONAL SERVICES			6,807.92	6,807.92		
	14 - INFORMATION TECHNOLOGY			26,370.27	26,370.27		
	15 - BUILDING/RECREATION CENTER			10,425.07	10,425.07		
	20 - CENTRAL PARK WEST			2,500.46	2,500.46		
	21 - FITNESS CENTER			1,209.99	1,209.99		
	25 - AQUATIC CENTER			14,703.67	14,703.67		
	26 - AQUATIC-RECREATION PROGRAMS			8,346.00	8,346.00		
	30 - CHILDRENS PROGRAMS			11,315.50	11,315.50		
	31 - PRESCHOOL PROGRAMS			375.66	375.66		
	32 - YOUTH PROGRAMS			3,087.20	3,087.20		
	40 - ADULT PROGRAMS			2,031.55	2,031.55		
	50 - PIONEER PROGRAMS			3,544.95	3,544.95		
	60 - SPECIAL EVENTS & TRIPS			15,146.95	15,146.95		
	71 - BUILDING/RACQUET CLUB			4,552.86	4,552.86		
	75 - TENNIS PROGRAMS			2,414.48	2,414.48		
	80 - MARKETING			31,733.54	31,733.54		
	81 - CAPITAL OUTLAY			38,853.45	38,853.45		
	94 - DEBT SERVICE FUND			2,000.00	2,000.00		
	95 - CAPITAL PROJECTS FUND			761,537.71	761,537.71		

## WARRANT #673

06/12/2023 01:58 PM

User: NLAWLER

DB: Oak Brook Park L

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 05/11/2023 - 05/11/2023

JOURNALIZED

PAID

Page: 1/1

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
45795	DIRECT ENERGY BUSINESS	04/05/2023	05/11/2023	14,076.38	0.00	Paid	Y
45798	PETTY CASH - CORPORATE ADMIN.	04/30/2023	05/11/2023	38.47	0.00	Paid	Y
45794	PETTY CASH-RECREATION DEPT.	04/30/2023	05/11/2023	230.71	0.00	Paid	Y
45793	VIJAYA CHIGURUPATI	03/16/2023	05/11/2023	184.00	0.00	Paid	Y
45796	VILLAGE OF OAK BROOK	04/28/2023	05/11/2023	384.98	0.00	Paid	Y
45797	ZEPOLE RESTAURANT SUPPLY	05/08/2023	05/11/2023	6,254.04	0.00	Paid	Y

# of Invoices:	6	# Due:	0	Totals:	21,168.58	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos:	21,168.58	0.00
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## --- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	3,761.79	0.00
02 - RECREATION FUND	6,819.57	0.00
07 - RECREATIONAL FACILITIES FUND	3,948.20	0.00
12 - CAPITAL PROJECTS FUND	6,639.02	0.00

## --- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	1,891.96	0.00
02 - FINANCE	38.47	0.00
05 - CENTRAL PARK	752.60	0.00
07 - FOREST GLEN PARK	196.18	0.00
15 - BUILDING/RECREATION CENTER	2,134.96	0.00
20 - CENTRAL PARK WEST	639.58	0.00
21 - FITNESS CENTER	1,707.96	0.00
25 - AQUATIC CENTER	2,988.94	0.00
31 - PRESCHOOL PROGRAMS	222.71	0.00
50 - PIONEER PROGRAMS	8.00	0.00
71 - BUILDING/RACQUET CLUB	3,948.20	0.00
95 - CAPITAL PROJECTS FUND	6,639.02	0.00

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User: NLAWLER  
DB: Oak Brook Park L

WARRANT #673  
INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 05/25/2023 - 06/09/2023  
JOURNALIZED  
PAID

Page: 1/1

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
45837	BROOKE MYERS	05/22/2023	05/25/2023	225.00	0.00	Paid	Y
31563	CLOSED CIRCUIT INNOVATIONS INC	02/06/2017	02/20/2017	443.00	0.00	Paid	Y
45869	FED EX	05/16/2023	05/25/2023	23.92	0.00	Paid	Y
45925	FITZGERALD'S OCTAGON HOUSE INC	06/05/2023	06/07/2023	891.00	0.00	Paid	Y
45815	JOHNSON CONTROLS SECURITY SOLUTION	03/28/2023	06/09/2023	(0.97)	0.00	Paid	Y
45821	JOHNSON CONTROLS SECURITY SOLUTION	04/18/2023	06/07/2023	(19.75)	0.00	Paid	Y
45886	JOHNSON CONTROLS SECURITY SOLUTION	05/06/2023	06/09/2023	292.99	0.00	Paid	Y
45917	JOHNSON CONTROLS SECURITY SOLUTION	05/06/2023	06/07/2023	273.00	0.00	Paid	Y
45884	KONICA MINOLTA BUSINESS	02/28/2023	06/07/2023	400.00	0.00	Paid	Y
45830	LOLA CLAYCOMBE	05/17/2023	05/25/2023	142.00	0.00	Paid	Y
45990	MARY ELLEN LAWRIJAN	06/07/2023	06/09/2023	66.00	0.00	Paid	Y
45873	RICHARD C. PICKREN	02/10/2023	06/07/2023	350.00	0.00	Paid	Y
45802	VILLAGE OF OAK BROOK	05/10/2023	04/30/2023	2,858.96	0.00	Paid	Y
45803	VILLAGE OF OAK BROOK	05/10/2023	04/30/2023	95.96	0.00	Paid	Y
45804	VILLAGE OF OAK BROOK	05/10/2023	04/30/2023	206.48	0.00	Paid	Y
45805	VILLAGE OF OAK BROOK	05/10/2023	04/30/2023	83.68	0.00	Paid	Y
45806	VILLAGE OF OAK BROOK	05/10/2023	04/30/2023	10.00	0.00	Paid	Y
45811	WAREHOUSE DIRECT INC.	04/24/2023	06/09/2023	53.77	0.00	Paid	Y
45832	WAREHOUSE DIRECT INC.	05/11/2023	06/09/2023	70.29	0.00	Paid	Y
45845	WAREHOUSE DIRECT INC.	05/09/2023	06/09/2023	174.25	0.00	Paid	Y

# of Invoices:	18	# Due:	0	Totals:	6,660.30	0.00
# of Credit Memos:	2	# Due:	0	Totals:	(20.72)	0.00
Net of Invoices and Credit Memos:					6,639.58	0.00

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	2,280.59	0.00
02 - RECREATION FUND	4,022.22	0.00
07 - RECREATIONAL FACILITIES FUND	336.77	0.00

--- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	1,132.79	0.00
02 - FINANCE	91.92	0.00
05 - CENTRAL PARK	521.18	0.00
15 - BUILDING/RECREATION CENTER	1,571.53	0.00
20 - CENTRAL PARK WEST	95.96	0.00
21 - FITNESS CENTER	639.79	0.00
25 - AQUATIC CENTER	1,068.64	0.00
50 - PIONEER PROGRAMS	1,241.00	0.00
71 - BUILDING/RACQUET CLUB	276.77	0.00

Staff Recognition

## Communications and Proclamations

Board of Commissioners to share communications.

Proclamation "July is Park and Recreation Month"

Central Park West Business Model Options

Oak Brook Park District Primary Objectives and Key Results (OKRs) 2023-2024

Give Notice to Gateway Special Recreation Association



**JULY 2023 IS PARK AND RECREATION MONTH**  
**A PROCLAMATION BY THE**  
**NATIONAL RECREATION AND PARK ASSOCIATION**  
**AND THE OAK BROOK PARK DISTRICT**

---

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including Oak Brook, Illinois and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community’s economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the Oak Brook Park District recognizes the benefits derived from parks and recreation resources as we strive to fulfill our mission statement, “...to provide the *very best* in park and recreational opportunities, facilities and open lands for our community.”

THEREFORE, WITH THE U.S. HOUSE OF REPRESENTATIVES AND THE NATIONAL RECREATION AND PARK ASSOCIATION, the **Oak Brook Park District** does hereby proclaim the month of July as “Park and Recreation Month.” We call upon park and recreation supporters to join us in recognizing the importance of our nation’s parks and recreation facilities and to learn more about how to support the places that bring our communities a higher quality of life, safer places to play and healthy alternatives through recreation programming for everyone.

WE DO ALSO RESOLVE that during “Park and Recreation Month” all citizens enjoy what their community has to offer by taking part in their favorite sports, visiting the outdoors, spending time with family and friends or just relaxing.

Given under our Hand and Seal this 19th Day of June, 2023.



\_\_\_\_\_  
Ivana Ivkovic Kelley, Treasurer

\_\_\_\_\_  
Lara Suleiman, Vice President

\_\_\_\_\_  
Ron Gondek, Commissioner

\_\_\_\_\_  
Mario C. Vescovi, Commissioner

\_\_\_\_\_  
Sharon R. Knitter, President



# Oak Brook Park District

*A National Gold Medal Agency*

**Central Park West Business Model Options  
June 9, 2023**

## **Executive Summary**

Located in Oak Brook's Central Park and adjacent to Ginger Creek, the Central Park West Building was constructed in 1980 with an addition completed in 1985. Featuring wood frame construction on the walls and roof and wood/face brick exterior veneer, the building is a one-story structure with a partial basement. There is a central community room with a cathedral ceiling and fireplace in the building. Support spaces include a preparation kitchen, an entry foyer, and toilet rooms. Building mechanical systems and storage are located in the basement on the lower level.

A full facility analysis was conducted by JSD Professional Services, Inc. and Legat Architects in 2019. According to this analysis, approximately \$565,000 in repairs and upgrades are recommended for architectural, mechanical, plumbing, life safety, and ADA issues. Several of these items were addressed in 2020 with the replacement of non-compliant entryway sidewalks, and interior doors, and an upgrade to the HVAC system. Additionally, the Park District has applied for a grant to address ADA deficiencies in the entryways and bathrooms, as well as an upgrade to the kitchen.



## **Services Overview**

Central Park West currently offers several services to the community:

- Private Rental Space for weddings, parties, and family gatherings
- Corporate Meeting Space
- Programming space for Park District programs and special events
- Headquarters for Non-Profit Fund-Raising Events (Community Organizations)

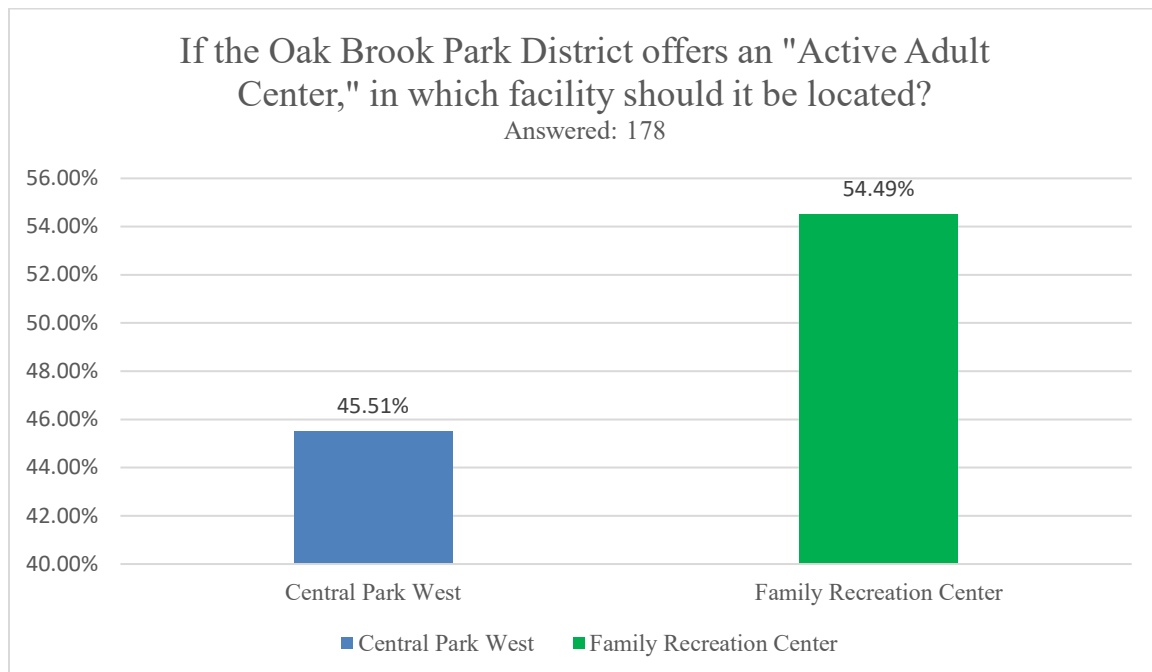
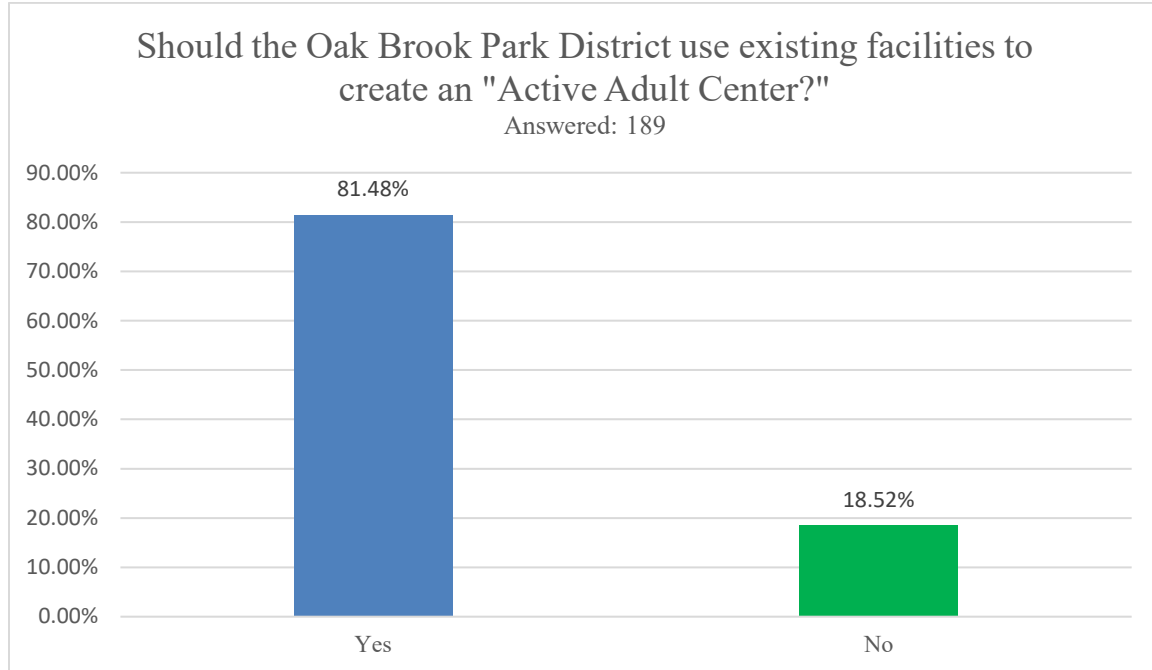
Although the current business model has served its users, there have been significant changes in Central Park, particularly with the development of the North fields. The growth and expansion of the fields have shifted the direction and focus within Central Park to serving a high volume of athletic events and tournaments, including soccer and lacrosse. Additionally, the expansion of the pickleball courts neighboring Central Park West has contributed to the increase in foot traffic within the park. As a result of this increased park usage, parking spaces that were normally reserved for private functions are being taken up by the public. Additionally, park users often wander into Central Park West during private events looking for restrooms and drinking fountains, negatively impacting the experience for private events.

These changes have brought on positive opportunities to significantly enhance community use of the space for sports and athletics. In addition, with these changes, it has become increasingly challenging to provide a high level of customer service and to meet expectations associated with the CPW's use as a private rental venue.

Considering the changing dynamics, in order to better align the services offered at the Central Park West facility, staff is exploring alternative uses and revenue streams for the building.

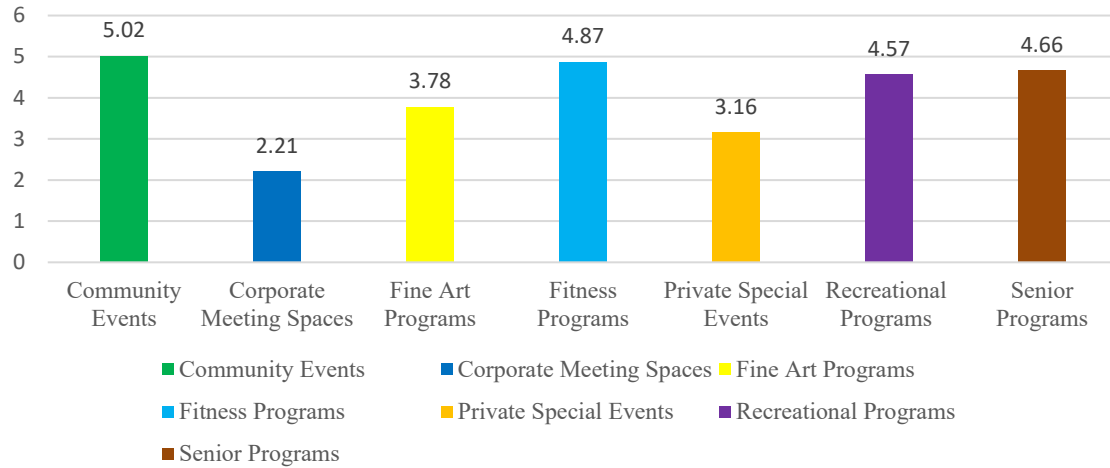
## Consumer Analysis

Facility Needs Assessment for Future OBPARKS Projects  
Source: 2019 Needs Assessment Survey



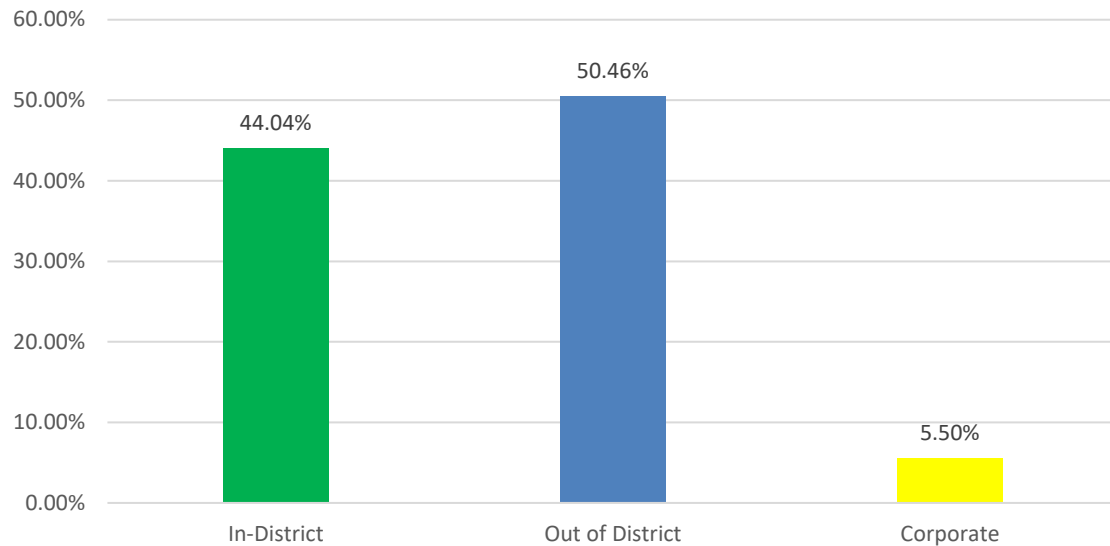
Please rank the following (1 being most important, 7 being least important). The Oak Brook Park District should renovate existing facilities to provide better or additional space for:

Answered: 178



### District Status

Answered: 109



## **Focus Group Feedback**

Source: 2019 Facility Needs Focus Group

### **What do you see as the key strengths of the Park District?**

- The Park District is lovely, a great asset, and has a good facility.
- Offers a variety of programs and classes for all ages and abilities.
- They are very accommodating, offer programs at reasonable prices, and have a diverse use of space;
- Users don't have to drive far to use the facilities and great swim program.

### **How can the district best improve participation in its recreation programs?**

- The Park District could offer dance, parent/tot classes, gymnastics, music lessons, or nature programs; and
- There are not many young families in Oak Brook and by offering programs to younger residents, specifically in the Pre-K through elementary school and tot level, this may draw more families to the area and get those who are already in the area more options to participate.

### **Do you know of a weakness or have an area of concern within the Park District?**

- There are not enough ADA parking spaces available (especially with the older demographics of Oak Brook);
- When instructors are not available, the substitutes are not qualified; and
- Offer more programs for senior men (bocce, poker) and parent/tot classes.

### **What new facilities or programs would you like to see the Park District provide?**

- Golf clinic
- Woodworking
- Welding
- Chair Zumba
- More yoga
- Fly fishing
- Offer tot classes at the same time when the preschool is in session, so a parent could drop their preschooler off and then attend a class.

### **What do you feel are the additions or improvements needed in the existing parks and facilities that serve your programs?**

- Re-brand Central Park West;
- Create a new name for the facility
- Better advertise the facility and uses – more marketing

**Are you familiar with Central Park West? If so, how else could you see the building or be utilized?**

- Community garden;
- Yoga, and meditation classes;
- Zumba classes;
- Kids classes;
- Community meetings such as HOA meetings, businesses, and cub scouts;
- Gateway Special recreation and sensory programming,
- Cooking classes,
- Wine tasting;
- Dance, music lessons, and music programs;
- Theater and performing arts;
- They see CPW as a Community Center, an extension of the existing recreation facility;
- Use this space more during the day for low-cost senior activities;
- Create a space for an outdoor fire pit and grill; offer a BBQ class; and
- Offer classes and programs here when Central Park North activities are in session, so parents could drop at kids at CPW as well.

**Should the Park District use existing facilities to create an Active Adult Center?**

- Why should this facility only be used by seniors;
- Make this a Community Center open to everyone;
- Yes, for rentals and programming; and
- Attendees want to see this facility more community based and very flexible for both rentals and programming.

**If the Park District offered an Active Adult Center, in which facility should it be located?**

- View CPW as part of campus and offer classes and programs at both facilities
- Attendees don't like the idea of being segregated.

## **Operational Options**

### **Option A**

Repurpose CPW as a programming space and as a tournament headquarters for large-scale tournaments.

The 2019 Community Facility Needs Assessment and Focus Group information was referenced when considering options for re-purposing the facility. While the Park District intends on conducting an updated analysis to better understand future needs, the current Needs Assessment and Focus Group remains a useful resource. Based upon community feedback as well as recognizing the shifting dynamics of Central Park, staff recommend the expansion of pre-existing programs and services to coincide with the direction of the District. The top services, programs, and events of expansion are within the following areas: Community, Recreation, Athletics, Senior, and Fitness.

#### **Park District Programs & Special Events offered at CPW:**

- Mah Jong
- Music Together
- Senior Lectures and Lunches
- Great Pumpkin Roll
- Cocoa Cabin
- Yoga
- Walk in the Park Wine Tour
- Barks and Brew
- Holiday Express

#### **Expansion Opportunities:**

- Tournament headquarters for large outdoor soccer and lacrosse tournaments
- Pickleball Tournaments and Socials
- Frisbee Golf Tournaments
- Membership-related activities: Health Care Memberships Club
- Health and Wellness-Based Programming/Community Hub (NAMI)
- Family Fitness Special Events
- Fitness Specialty Classes and Tae Kwon Do
- Expand on Senior Programs, including Mah Jong, Senior Lectures and Pioneer Programming, Luncheons, Pancake Breakfasts, Movies
- Active Adult Social Club (pickleball, healthy walks, bocce, cornhole, plus indoor activities such as card and board games with coffee)
- Environmental /Nature Educational Lectures
- Fly Fishing and Educational Sessions
- Ballroom Dance and other Performing Arts

- Cultural Programming/Arts (Adult Watercolor Painting Classes, Floral Arrangement Class, Cooking and Baking Classes, Woodworking)
- Expansion of Tot Programs & Music Together Programs
- Expand on Winter Programs (i.e. Cocoa Cabin/Winter Lights such as Photos with Santa)
- Special Recreation Programming expansion

A variety of classes and opportunities will be offered at CPW, enhancing existing programs and services as well as developing new and innovative ones. Staffing for this purpose would primarily be provided by the Recreation and Facilities Departments. To implement the expanded programs, activities, and special events, additional part-time staff would also be considered.

## **Option B**

Repurpose CPW to house the administrative and provide programming space to offer special recreation services while also serving as a tournament headquarters for large-scale tournaments.

In accordance with the current agreement between Gateway Special Recreation Association (Gateway) and Ray Graham Association, the Gateway Board of Directors may terminate the agreement (two program seasons in advance) and seek alternative providers to meet Special Recreation Needs of service member agencies. Currently, Gateway is preparing an RFP to request proposals from other contractors that provide this service. The Oak Brook Park District intends to submit a proposal to Gateway for consideration. This proposal would call for Central Park West to house administrative and recreational programs, just as the Hanson Center already houses Gateway's recreation services. Unlike the Ray Graham Association, the Park District is confident that it can submit a competitive proposal and better meet the needs of the special recreation community.

If chosen as the Special Recreation Provider, the Park District would create a new department and staff it appropriately to offer special recreation programs, services, and events.

Additionally, the Park District would use the time between notice and termination to conduct an analysis to better understand its current and future users' needs. This would include:

- Community Survey
- Master Plan
- Strategic Plan
- Development of operational policies and procedures
- Through and transparent budget development



## Financial Plan

### Current Model and Option A Projected

Fiscal Year	Revenue	Expense	Net Profit/(Loss)
2021 – 2022	\$59,100	\$59,902	(\$1,979)
2022 – 2023	\$76,075	\$73,707	\$2,368
2023 – 2024	\$2,184	\$2,144	\$40.00
2024 – 2025	\$60,100	\$60,000	\$100
2025 – 2026	\$63,000	\$62,000	\$1,000
2026 - 2027	\$65,000	\$63,000	\$2,000

The revenue projected in Option A consists of tournament rentals, sponsorship, and facility usage fees as a portion of the revenue streams from additional District programs, membership events, and special events hosted at the center. Expenses will still include a portion of full-time salary and additional part-time staff to implement the special events and extended programs provided at the facility. Yet due to the shift in the facility's purpose, a significant decrease in full-time staff effort will be needed in order to maintain the daily operations of the facility. Therefore, efforts can shift to focus on a more proactive membership sales and retention strategy, thereby increasing membership revenue.

### Current Model and Option B Projected

Fiscal Year	Revenue	Expense	Net Profit/(Loss)
2021 – 2022	\$59,100	\$59,902	(\$1,979)
2022 – 2023	\$76,075	\$73,707	\$2,368
2023 – 2024	\$2,184	\$2,144	\$40.00
2024 – 2025	\$60,500	\$57,500	\$3,000
2025 – 2026	\$62,500	\$59,500	\$3,000
2026 - 2027	\$65,000	\$61,000	\$4,000

A majority of the projected revenue in Option B would come from an “occupancy fee” charged to the Gateway Special Recreation Association, in exchange for the use of Central Park West. The remaining revenue would come from tournament rentals and Cocoa Cabin. Again, while profits remain modest, the amount of staff time dedicated to Central Park West is drastically reduced. The focus of the staff responsible for booking CPW would then shift to a more active membership sales and retention strategy, thereby increasing membership revenue.

In addition, both updated business model options are better suited and aligned with the shift in the dynamics of Central Park as well as continue to expand opportunities to serve the community.

# OBJECTIVES AND KEY RESULTS

April 30, 2023 - April 30, 2024

MONTHLY UPDATE June 20, 2023

## Accomplish 4 of 4 OKR's: April 30, 2023 – April 30, 2024

"Accomplish" means 3 of 4 subgoals under each main objective, are completed.

### 1. ACHIEVE CUSTOMER ACQUISITION AND RETENTION RATES

COMPLETE? ☐

- A FRC to increase membership revenue by 19% compared to April 30 of previous year to date. ☐
- B TC to increase membership revenue by 2% compared to April 30 of previous year to date. ☐
- C Increase Corporate membership revenue by 2% compared to April 30 of previous year to date. ☐
- D Monthly goal for 90%+ customer retention rate. ☐

#### Objective 1, Figure A: FRC Membership Revenue



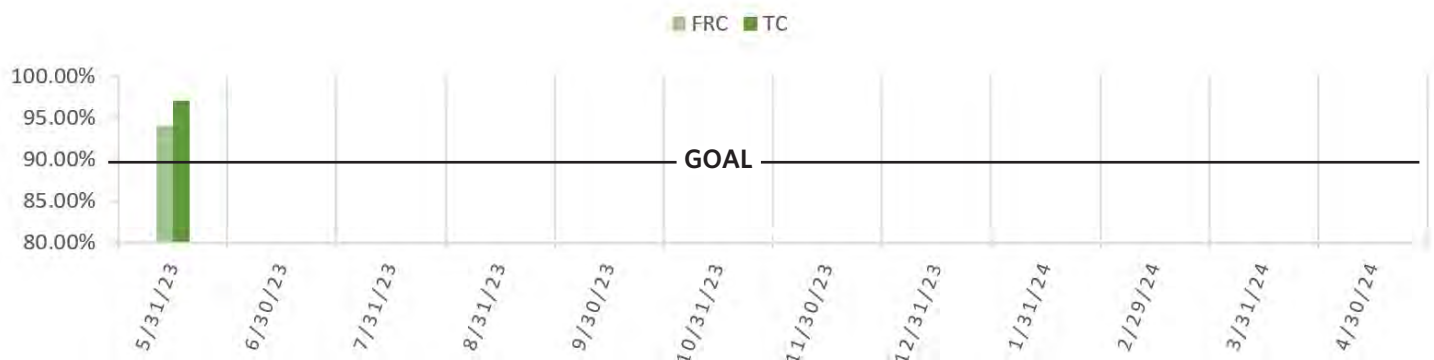
#### Objective 1, Figure B: TC Membership Revenue



#### Objective 1, Figure C: Corporate Membership Revenue



#### Objective 1, Figure D: Membership Retention



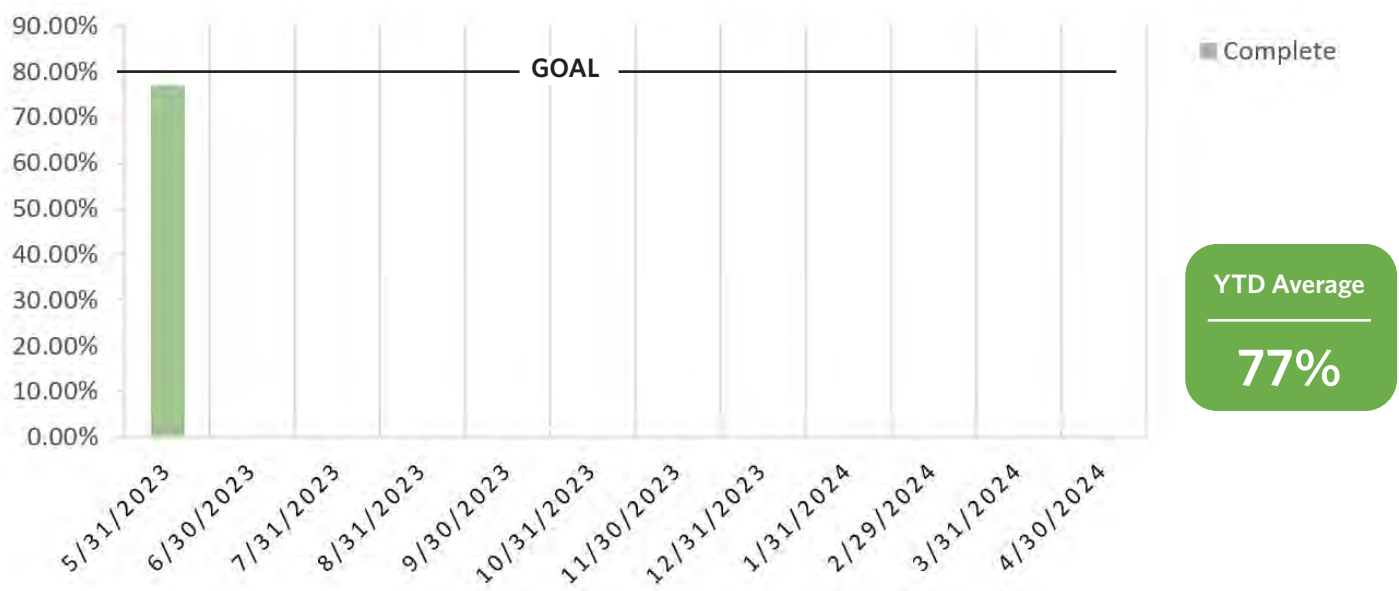
# OBJECTIVES AND KEY RESULTS

## 2. ACHIEVE INTERNAL AND EXTERNAL CUSTOMER RESPONSE RATES

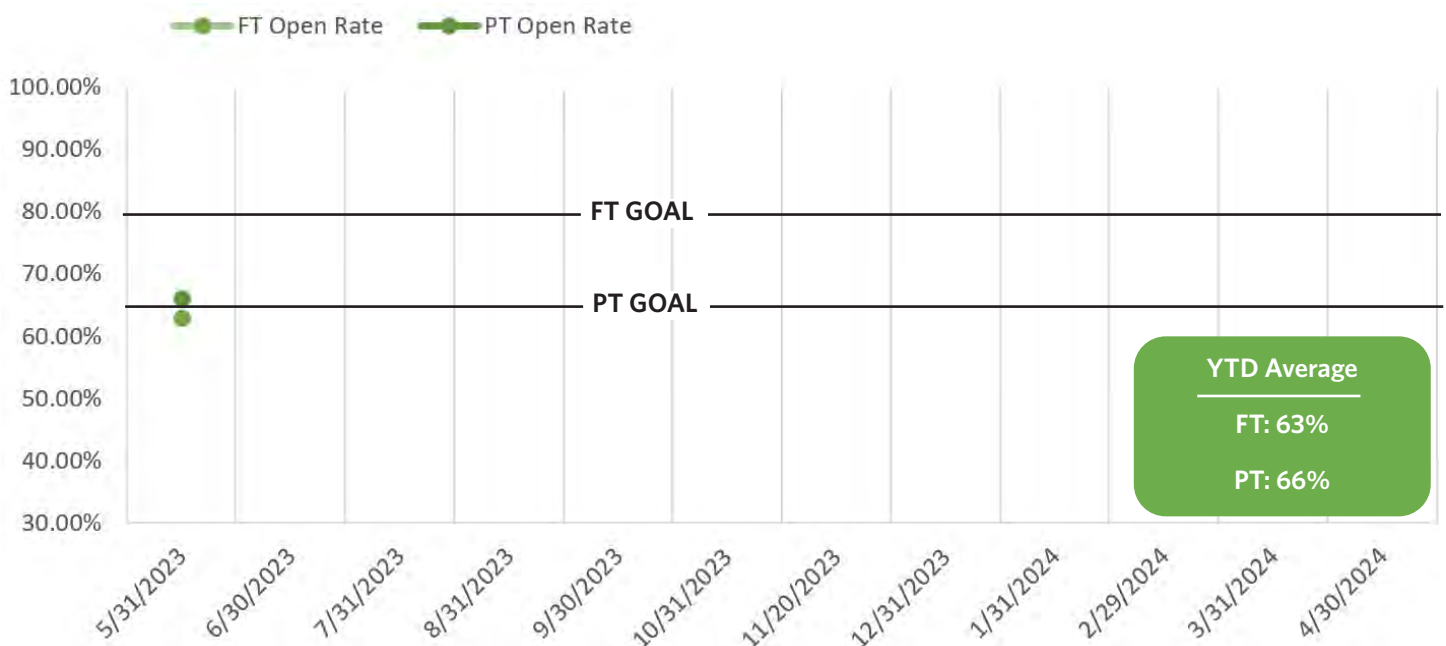
COMPLETE? ☐

- A Have 80% of completed work orders on a monthly basis. ☐
- B Implement HR onboarding software by December 31, 2023. ☐
- C Measure open rates on a monthly basis of FT/PT employee communication.  
FT = 80% PT = 65%. ☐
- D Employee Engagement Task Force to meet after staff survey. ☐

### Objective 2, Figure A: Completed Work Orders



### Objective 2, Figure C: Internal Communication Open Rate



# OBJECTIVES AND KEY RESULTS

## 3. ACHIEVE PROGRAM ENROLLMENT AND FACILITY USAGE GOALS

COMPLETE? ☐

- A Increase District program revenue by 3% compared to April 30 of previous year. ☐
- B Increase Tennis program revenue by 1% compared to April 30 of previous year to date. ☐
- C Implement three inclusive programs. ☐
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
- D Compare with previous year data of FRC facility counter starting in November, 2023 and TC counts starting in May, 2023. ☐

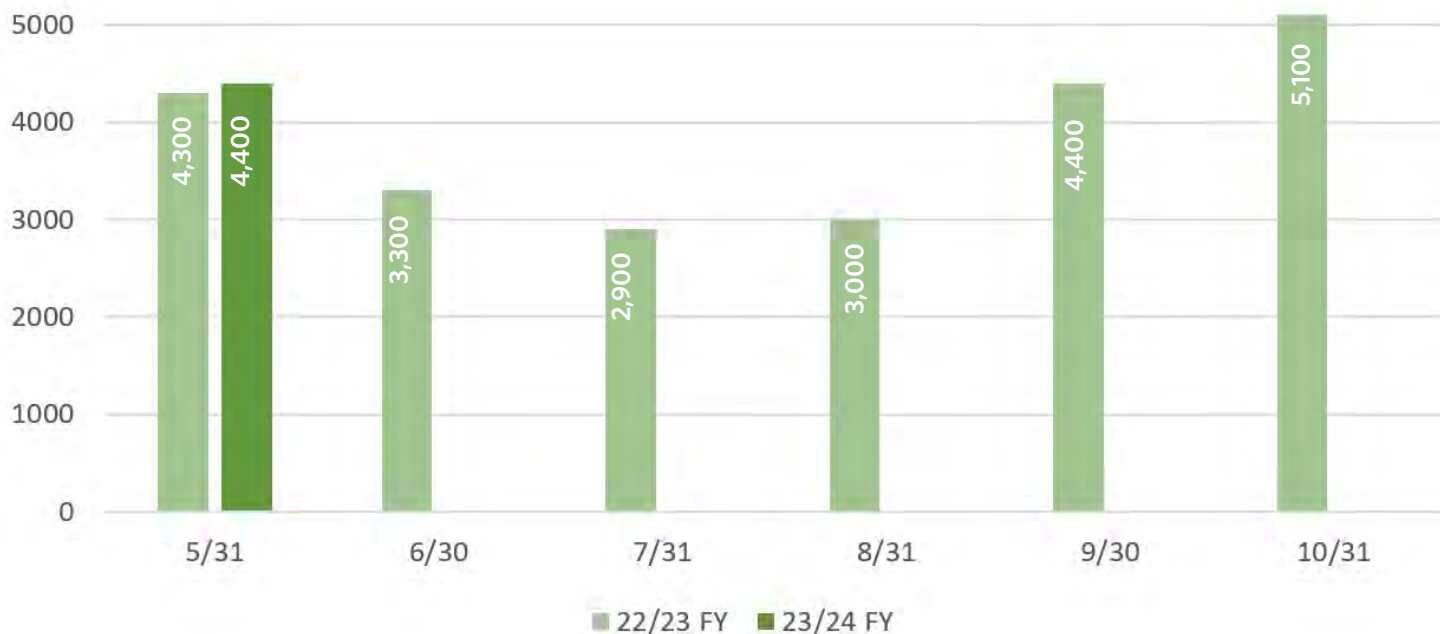
### Objective 3, Figure A: Park District Program Revenue



### Objective 3, Figure B: Tennis Center Program Revenue



### Objective 3, Figure D.1: Tennis Center Member Usage





# OBJECTIVES AND KEY RESULTS

## Objective 3, Figure D.2: Family Recreation Center Visits



## 4. FUND BALANCES AS OF APRIL 30, 2024

COMPLETE? ☐

- A 5 months for General Fund. ☐
- B 5 months for the Recreation Fund. ☐
- C 7 months for the Tennis Center Fund. ☐
- D Find 3 alternative funding sources. i.e., Grants or donations. ☐
  1. Evergreen Bank Group Synthetic Turf Field Naming Rights
  2. \_\_\_\_\_
  3. \_\_\_\_\_

## Objective 5, Figure A: General Fund



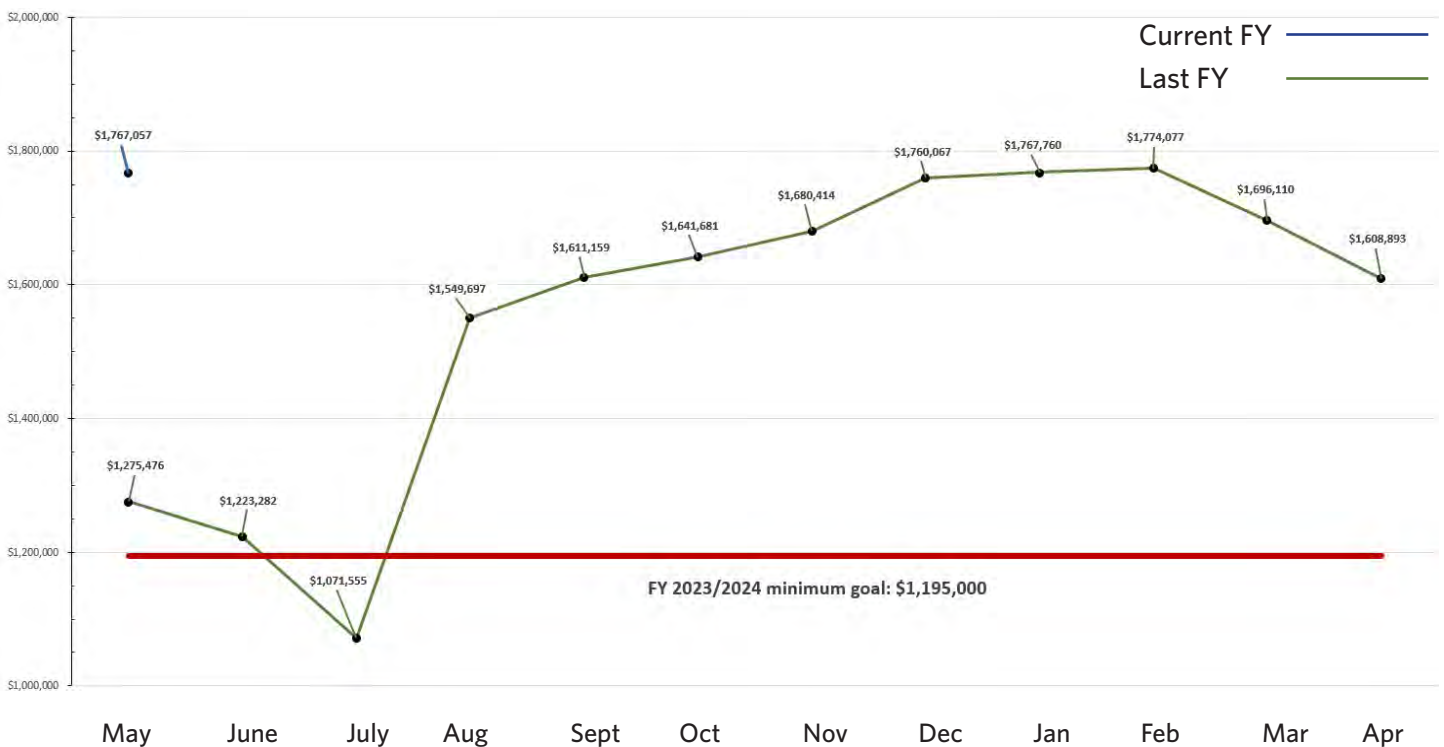


# OBJECTIVES AND KEY RESULTS

## Objective 5, Figure B: Recreation Fund



## Objective 5, Figure C: Tennis Fund





### April 30, 2023 - April 30,2024

Employee Status	Accomplish 4 of 4 OKR's
Part-Time<400 Hours Annually	No Bonus PTO hours
Part-Time 400-999 Hours Annually	Cash payout of 8 PTO hours
Part-Time 1000-1,500 Hours Annually	Cash payout of 16 PTO hours
*CPI & Full-Time 1,501 and Greater Hours Annually	Credit of 24 bonus PTO hours. Hours do not roll forward into the subsequent fiscal year.

\*CPI employees and full-time employees with 20 or more years of service, can elect to receive a pay-out of any bonus PTO hours awarded to them. Each hour is paid out at \$20.00 an hour.



5. E. Give Notice to Gateway Special Recreation.

Dr. Laure Kosey, Executive Director, will provide additional information on this topic during the Board Meeting.



## Reports

Communications, IT, and Administration Report

Finance & Human Resources Report

Recreation & Facilities Report

Parks & Planning Report



**Oak Brook**  
Park District  
www.obparks.org  
1450 Forest Gate Road • Oak Brook, IL 60523-2151  
Providing the very best in park and recreational  
opportunities, facilities and open lands for our community.

# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: June 9, 2023  
Re: May/June 2023: Communications, IT & Administration

---

## **May Board Meeting Follow Up:**

### **Master Vision & Strategic Plan**

The Master Vision and Strategic Plan were presented during the May 15, 2023 Board Meeting for the 6-month review. The Strategic Plan is coming to an end in a year, so planning has already started for the 2025-2029 plan. The Mission Statement, Vision Statement and Core Values have been reviewed and recommended updates are on the June board agenda.

## **June Board Meeting Discussion Points:**

### **Objectives and Key Results (OKR's)**

After a 4-month review, the OKR's have been set in place for the fiscal year 2023-2024. This is an incentive program to engage all team members (part-time and full-time employees) to be a part of the success at the District. This incentive program was approved back in January, 2023.

### **Request for Proposal (RFP) for the Ginger Creek Bridge Engineering**

Staff would like to explore other Engineering Firms for this project. Recommendations will be made in July.

### **Change Order for Central Park Phase II**

This change order is a deduct for over \$30,000, therefore it must be approved by the board. Moving forward, if a change order is an addition to the contract, waiving of the first reading will be necessary in order to keep the project moving forward.

### **IT Report:**

The district email system has been upgraded to the full Microsoft 365 version. All emails and accounts have been migrated from Exchange in the Cloud to the 365 Cloud platform. Additional features, reliability, and security are all included in this new package.

We are currently working on a new version of the main obparks.org website. The current website's software is nearing the end of its life, so an upgrade is necessary. The new site is planned to be launched in June. The new version will have a better mobile menu system and functionality for users to select content in any language.

## Corporate and Community Relations:

Sponsorships	\$ 13,413.00
Advertising	\$ 2,962.50
Vendors	\$ 750.00
In-Kind Donations	\$ 7,122.29
Oak Brook Park District Foundation	\$ 2,420.50
Total for May:	\$ 26,668.29

## Marketing & Communications Report:

### Facebook Analytics

Followers: 4,706 (up 20)  
Posts: 43  
Post Reach  
(organic and paid): 17,750

### Instagram Analytics


Total Followers: 1,876 (up 28)  
Posts: 26  
Top Post Reach: 233

### Twitter Analytics

Total Followers: 1,117 (same)  
Posts: 24  
Top Post Impressions: 63

**Oak Brook Park District**  
Published by Haley Tess · May 22 at 4:16 PM ·

This past weekend, our lifeguards prepped for summer with the Oak Brook Fire Department! #Guard4Anna 4 ANNA Foundation



**Post Insights**

Post Impressions	Post reach	Post Engagement
1,340	1,262	157

**Interactions**

Like	Love	Wow	Happy	Sad	Angry
40	1	0	0	0	0

Reactions: 41  
Comments: 1  
Shares: 2  
Other Clicks: 23

See insights and ads [Boost post](#)

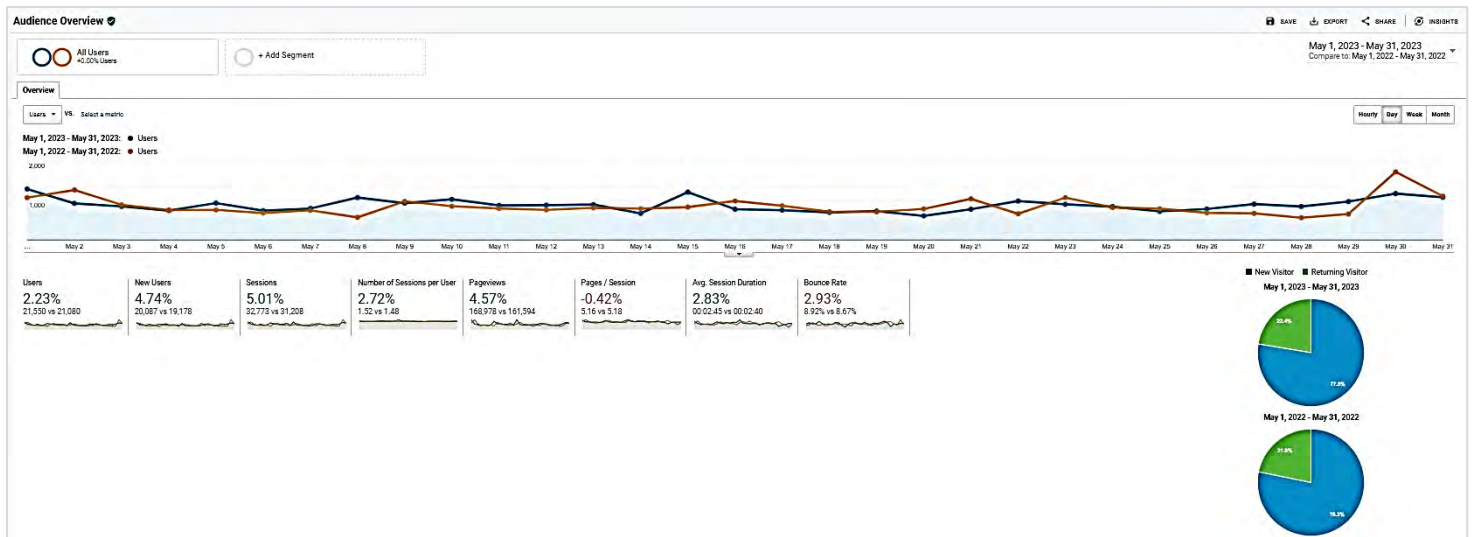
19 likes · 1 comment · 2 shares

Like Comment Share

Write a comment...

4 ANNA Foundation · Follow

Love Reply Hide 2w



### May 2023 Top pages\*

1. Obparks.org
2. Facilities/Family Aquatic Center
3. Programs/Aquatics
4. Facilities/Splash Island
5. Special Events/Pink 5k
6. Facilities/Family Recreation Center
7. Facilities/Central Park West
8. Programs/Tennis
9. Programs/Aquatics/Swim Lessons
10. Special Events

### obparks.org Acquisition Value\*

#### Referral Percentage Values May 2023 May 2022

Direct:	44.1%	43.1%
Organic Search:	51.3%	48.2%
Social:	1.9%	2.2%
Referrals:	2.6%	6.4%

### May 2023 Top Products\*

1. Cori's Kids Tri
2. GBL 4<sup>th</sup>/5<sup>th</sup> Grade Boys
3. Level 1 Group Swim Lessons Mon-Th
4. Level 1 Group Swim Lessons Saturday
5. Tae Kwon Do Saturday

### obparks.org Ecommerce Overview – May 2023\*

	May 2022	May 2023
Total Revenue	\$136,516	\$130,898
Transactions:	1,065	1,034

	2022	2023
Year to date total	\$716,022	\$716,316
Transactions:	6,123	4,681



# Memo

To: Board of Commissioners and Executive Director, Laure Kosey  
From: Marco Salinas, Chief Financial Officer  
Date: June 12, 2023  
Re: May 2023 Financials

---

## **General Fund**

We have completed the first month of our new fiscal year (2023/2024). Year-to-date (YTD) revenues, expenditures, and transfers-out for this fund equals \$326,704, \$151,548 and \$0, respectively. This is resulting in a YTD net surplus of \$175,157; which is an \$18,701 decrease from the \$193,858 net surplus experienced in the prior fiscal year. Following is additional commentary:

- **Revenues-** Total current YTD revenues are comparable to the prior year. Investment income is favorable to the annual budget due to the continuing elevated interest rates.
- **Expenditures-** Total current YTD expenditures are within budgeted expectations at 4.9% of the annual budget. This current year budget reflects the creation of the new Information Technology department. In the past, I.T. expenditures were budgeted in several department; including the Administration and Finance departments. In our Central Park department, the increased expenditures are primarily due to the timing of the lease payment on the field striping paint machine.

## **Recreation Fund**

YTD revenues, expenditures, and transfers out for this fund equal \$865,399, \$170,622, and \$0, respectively. This is resulting in a YTD net surplus of \$694,777; which is a \$22,278 increase over the \$672,499 net surplus experienced in the prior fiscal year. Following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable to the annual budget and have increased \$64,772 when compared to the prior year. Investment income is better than expected, and the increase in the Special Events and Trips department is primarily due to the large increase in Pink 5k race/walk registrations.
- **Expenditures-** Total current YTD expenditures are favorable to budgeted expectations at 3.3% of the annual budget, and have increased \$64,772 when compared to the prior year. Driving the increased expenditures in our Aquatic Center department are increased part-time staff wages, and the timing of the annual payment to StarGuard for the employee lifeguard certification and training program.

### **Recreational Facilities Fund (Tennis Center)**

YTD revenues and expenses in this fund are currently at \$342,345 and \$81,390, respectively. This is resulting in a YTD net surplus of \$260,955; which is a \$9,566 decrease over prior year's surplus of \$270,522. Following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable when compared to the annual budget and have decreased slightly when compared to the previous year. Group lesson revenues are currently at \$282,550 as compared to \$300,046 in the prior year.
  - **Expenses-** Total current YTD expenses are favorable to budgeted expectations at 3.3% of the annual budget are comparable to prior year.
- 

### **FINANCE & HUMAN RESOURCES:**

Finance & H.R. personnel have been working on various tasks, including:

- Initial Payment to BambooHR has now been completed and staff has begun work on implementing this onboarding software. We will be working closely with staff and the vendor to tailor various workflows, and templates.
- Staff has been working on updating various banking documents and signature cards in response to the recent board of commissioner elections.



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Dave Thommes, Deputy Director  
Date: June 12, 2023  
Re: Recreation & Facilities Report

---

## Recreation

- A graduation ceremony was held on Thursday, May 25<sup>th</sup>, for our 40 preschool graduates!
- The Get Better Basketball League starts June 5<sup>th</sup> with 267 participants, 60 more than last summer.
- All staff safety training was attended by approximately 90 camp and aquatic staff members.
- The US Lacrosse Spring tournament was held on May 8<sup>th</sup> and 9<sup>th</sup> in Central Park. It had 98 teams participating, bringing approximately 3,500 people to Central Park throughout the weekend. In addition, we hosted the Wizard's Spring Soccer Tournament, which had 200 teams.
- The Gateway Special Recreation board met on Thursday, May 11th. In addition to being the secretary, Mike Contreras is now the board's interim president.

## Aquatics

- The weather was perfect for Splash Island's Memorial Day weekend opening. Highlights include:
  - The new down guard and manager gazebo shelter are more professional and in a permanent location.
  - New umbrellas and garbage cans were added to the deck.
  - A variety of flowers were planted in planters around the deck by the Parks Department.
  - The bottom of the pool was painted to enhance reflections and to enhance the overall appearance.
  - Speakers will be installed on the far side of the deck space to improve the user experience.
- Swim lessons kick off June 5<sup>th</sup>. We are still on track to outperform last summer despite Butler and many surrounding school districts having late dismissal dates.
- The Star Swim Team now has a team store portal for swimmers to purchase team suits and families to purchase team gear. The link to the store can be found on our website.
- Memberships for summer family pool passes are selling better than last year. As sales continue to trickle in all summer, we are working with Marketing to promote the passes as a better option than multiple visits. At the end of May, we had sold 71 memberships, compared to only 60 the previous year.

## Facilities

- The following maintenance projects were completed during the month:
  - Splash island was reassembled, filled, heated, and the chemicals have been added.
  - The covid testing station in the north stairwell was disassembled.
  - Finished repairing the peeling paint issues in the locker room showers. The work involved repairing drywall, priming, and painting the affected areas with minimal disruption to patrons.
  - A new wall and doorway have been constructed off the lobby to extend the administration space and provide employees with more privacy.
  - The RPZ backflow preventer systems were tested across campus, with one unit needing repairs.

## Fitness

- Kamil Muzaffar is the Member Challenge winner for the month of May!
- Cori's was a success with 134 registered participants – the most this event has ever had!

## Tennis

- Shelving was installed in the new storage room.

- Work on the outdoor patio project continued. A reconfigured concrete patio was poured and footings were installed for shade structures. Additional picnic tables have been added, along with an ADA-compliant water bottle filler fountain.



Individual Member Data													
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Members, Start of Month	2418	2627	2671	2679	2678								NA
Members, Month End	2241	2453	2538	2552	2497								NA
Members Cancelled/Expired	177	174	133	127	181								
Net Members	69	209	44	8	-1								329
Retention Percentage	92.68%	93.38%	95.02%	95.26%	93.24%								94%
Membership Package Data													
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Memberships, Start of Month	1300	1365	1421	1431	1437								NA
Memberships, Month End	1195	1285	1358	1368	1352								NA
Cancelled/Expired	105	80	63	63	85								
Net Memberships	37	65	56	10	6								174
Retention Percentage	91.92%	94.14%	95.57%	95.60%	94.08%								94.26%
Total Healthcare Memberships	307	378	460	496	549								NA
In-District	41%	37%	37%	37%	37%								NA
Out-of-District	59%	63%	63%	63%	63%								NA



# Oak Brook Park District

## Aquatic Rental/Programming Revenue Report

Aquatic Usage/Financial Report Parties and Rentals														
FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22-23	Uses	28	47	55	20	14	27	22	23	29	29	32	29	355
	Parties	\$10,312	\$12,650	\$16,505	\$7,765	\$6,895	\$10,411	\$9,738	\$8,445	\$10,230	\$10,645	\$9,845	\$10,281	\$123,722
	Rentals	\$980	\$5,047	\$7,015	\$903	\$0	\$3,520	\$1,320	\$1,174	\$3,700	\$2,540	\$4,890	\$4,720	\$35,809
	<b>TOTAL</b>	<b>\$11,292</b>	<b>\$17,697</b>	<b>\$23,520</b>	<b>\$8,668</b>	<b>\$6,895</b>	<b>\$13,931</b>	<b>\$11,058</b>	<b>\$9,619</b>	<b>\$13,930</b>	<b>\$13,185</b>	<b>\$14,735</b>	<b>\$15,001</b>	<b>\$159,531</b>
23-24	Uses	26	48	23										97
	Parties	\$9,418	\$16,861	\$8,265										\$34,544
	Rentals	\$536	\$6,498	\$1,400	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,134
	<b>TOTAL</b>	<b>\$9,954</b>	<b>\$23,359</b>	<b>\$9,665</b>	<b>\$700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$43,678</b>

Swim Lesson					
FY	Season	SUMMER	FALL	W/S	TOTAL
22-23	Registrations	888	899	1,489	3,276
	Private	\$38,751	\$37,077	\$54,177	\$130,005
	Group	\$47,168	\$58,794	\$90,253	\$196,215
	<b>TOTAL</b>	<b>\$85,919</b>	<b>\$95,871</b>	<b>\$144,430</b>	<b>\$326,220</b>
23-24	Registrations	464			464
	Private	\$12,783			\$12,783
	Group	\$27,598			\$27,598
	<b>TOTAL</b>	<b>\$40,381</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,381</b>

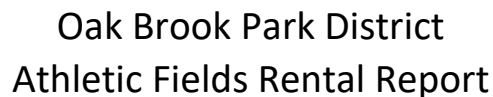
Swim Team						
FY	Season	SUMMER	FALL	WINTER	SPRING	TOTAL
22-23	Registrations	32	60	50	57	199
	Revenue	\$8,610	\$20,942	\$13,798	\$11,718	\$55,068
23-24	Registrations	32				32
	Revenue	\$8,646				\$8,646

## Oak Brook Park District Facility Statistics and Data

## Facility Rentals

22/23 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Gym Rentals Hours	316	253	263	483	274	485	393	372	529	396	296	319	4,379
Gym Revenue	\$17,089	\$12,969	\$14,075	\$25,157	\$14,324	\$21,145	\$21,701	\$19,871	\$27,335	\$21,701	\$15,704	\$17,445	\$228,514
Room Rentals	2	0	1	8	4	7	4	3	12	15	11	12	79
Room Revenue	\$160	\$0	\$280	\$1,855	\$420	\$910	\$700	\$780	\$240	\$590	\$1,100	\$320	\$7,355
CPW Rentals	7	10	10	10	8	7	7	1	2	10	7	9	88
CPW Revenue	\$5,524	\$5,359	\$7,443	\$7,620	\$4,113	\$2,601	\$4,380	\$330	\$1,510	\$7,045	\$3,969	\$4,565	\$54,458

[illegible]



Athletic Field Usage Report Evergreen Bank Group Athletic Turf Field														
FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22 - 23	Hours	204	158	132	102	174	187	83	13	8	12	73	142	1,288
	Revenue	\$8,419	\$8,838	\$69,381	\$5,068	\$4,243	\$6,077	\$4,926	\$1,273	\$914	\$1,410	\$7,643	\$6,063	\$124,253

## Natural Grass Soccer Fields

## Baseball Fields

## Totals

23 - 24

[illegible]



# Memo

To: Board of Commissioners  
From: Bob Johnson, Director of Parks and Planning  
Date: June 12, 2023  
Re: Board Report

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- Tennis, pickleball, and basketball court renovations have been completed at Forest Glen and Saddle Brook Parks. Later this summer the courts at Chillum Park will be resurfaced as well.
- Through an independent contractor agreement, the district is working with a local bee-keeper who has established an additional seven honey bee hives at the Dean Nature Sanctuary, bringing the total number of hives this season to ten. The Foundation will benefit from receiving 50% of the honey collected from the additional hives.
- The outdoor fitness stations that were previously removed at Saddle Brook Park during the playground renovation last year, have been re-installed and are available for use.
- The renovation of the Tennis Center patio is complete. The new concrete patio, shade structures, and an ADA drinking fountain/bottle filler have been installed.
- Please see the agenda history for an upcoming asphalt replacement project.
- Work is progressing on the restroom/concession and phase II improvements projects. The utilities are installed and concrete flatwork (slabs, sidewalks) and masonry is underway. There is one deductive change order this month for the Phase II project.

Unfinished Business



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ASPHALT REPLACEMENT PROJECT**

**AGENDA No.: 7 A**

**MEETING DATE:** JUNE 19, 2023

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):** The asphalt pavement trails and driveways/roadways at Central Park, Forest Glen Park, and Saddle Brook Park need pavement replacement due to deterioration.

The base project scope includes:

Central Park Tennis Center Road  
Central Park Tennis Center Side Driveway  
Central Park West Walking Trail  
Forest Glen Walking Trail  
Saddle Brook Playground Walking Trail

The alternate scope includes:

Central Park Northeast Trail  
Central Park Ball Field #4 Trail

The budget for this project is \$127,500.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The project was publicly bid on May 16, 2023. The bid opening was held at 1pm on May 30, 2023. Four contractors supplied bids for the project, and Chicagoland Paving Contractors, Inc is the lowest qualified bidder.

Total Base Bids: \$100,000

Total Alternate Bids: \$17,500

Total Project Cost: \$117,500

This contractor completed similar asphalt replacement for the District in 2022.

**Action Proposed:**

A motion (and a second) to accept the base bids totaling \$100,000 and alternate bids totaling \$17,500 from Chicagoland Paving Contractors, Inc. for the asphalt replacement project and to approve an agreement between the Oak Brook Park District and Chicagoland Paving Contractors, Inc. for a total contract cost not-to-exceed \$117,500.



Oak Brook Park District

1450 Forest Gate Road  
Oak Brook, IL 60523

Asphalt Replacement Project 2023

May 30, 2023 1:00 P.M. Bid Open

Bidder	References	Bid Bond	Certifications	Base Bid Part A - Central Park Tennis Center Rd	Base Bid Part B- Tennis Center Side Driveway	Base Bid B2 Central Park West Walking Trail	Base Bid C Forest Glen Walking Trail	Base Bid D Saddle Brook Park Walking Trail	Total Lump Sum Base Bid	Alternate Bid # 1 Central Park Northeast TrailWest Trail	Alternate Bid # 2 Central Park Ball Field # 4 Trail	Total Base + Alternate	Action Proposed - Recommended for Contract Price	Unit Prices		
														Disposal of asphalt spoils with petromat per truck load	Undercutting of unsuitable base and replacement with CA6 per cubic yard	Additional Milling & Paving of asphalt, per specifications to a depth of 2 inches (Min. 500 square feet) cost per sq ft.
Chicagoland Paving Contractors Inc. 225 Telser Road Lake Zurich, IL 60047	x	x	x	\$30,000	\$10,000	\$ 10,000.00	\$ 45,000.00	\$ 5,000.00	\$100,000	\$ 10,000.00	\$ 7,500.00	\$ 117,500.00		\$ 150.00	\$ 85.00	\$ 1.00
Advantage Paving Solutions, Inc. 20502 S. Cherry Hill Rd Joliet, IL 60433	x	x	x	\$ 35,000.00	\$ 9,205.00	\$ 7,500.00	\$ 66,000.00	\$ 30,000.00	\$147,705	\$ 8,350.00	\$ 12,000.00	\$ 168,055.00		\$ 250.00	\$ 150.00	\$ 3.00
Accu-Paving Co 2665 S. 25th Ave Broadview, IL 60155	x	x	x	\$ 35,000.00	\$ 9,000.00	\$ 12,750.00	\$ 53,900.00	\$ 20,500.00	\$131,150	\$ 8,000.00	\$ 21,000.00	\$ 160,150.00		\$ 200.00	\$ 135.00	\$ 3.50
Pavement Systems, Inc 13820 S. California Ave Blue Island, IL 60406	x	x	x	\$ 28,490.00	\$ 6,509.00	\$ 14,282.00	\$ 47,276.00	\$ 13,633.00	\$110,190	\$ 18,450.00	\$ 17,000.00	\$ 145,640.00		\$ 350.00	\$ 90.00	\$ 3.50



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RFP HEALTHY VENDING SERVICES**

**AGENDA No.: 7 B**

**MEETING DATE: JUNE 19, 2023**

**STAFF REVIEW:**

Deputy Director, Dave Thommes

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):** In order to consolidate and streamline vending services, staff requested proposals from qualified firms to install, operate, and maintain non-alcoholic beverage and snack vending machines at the Family Recreation Center and the Tennis Center.

The Park District received sealed proposals on April 24, 2023. After reviewing the proposal, staff recommends Flowers Group Enterprises. RFP Vending Services Ranking, Flowers Letter of Agreement, Final RFP Document (April 2023), Suggested Products, and Price List are included on the pages that follow. The service is scheduled to begin on August 1, 2023.

**ACTION PROPOSED:** Motion (and a second) to accept the vending services proposal from Flowers Group Enterprises LLC, DBA PPG Enterprises and to approve an Agreement between the Oak Brook Park District and Flowers Group Enterprises LLC, DBA PPG Enterprises for Vending Services.

### RFP Vending Services, Summary 5/3/2023

Company	Annual Sponsorship	Commission w/escalation	Product Discount/Case	Products Provided	Notes
Flowers Group Enterprises DBA PPG Enterprises (Pew Pew Guru) 650 Warrenville Rd, Lisle, IL 60532 Kevin Flowers 800-520-1941 pewpewguru@outlook.com	\$4,000	Bev: 5%;5.5%;6.0%  Snack: 6%;6.5%;6.5%	Bev: 10%  Snack: 10%	Beverages, Non-Perishable Snacks Ice cream	RANK: 1 Provided Packet w/Executive Summary, Scope of Services, Summary, Machine and Product Details; Certified Minority & Veteran Owned Business; References
Chicagoland Refreshment 10100 W. Franklin Ave Franklin Park, IL 60631 Deb Pecora, Operations Manager 847-676-1070 Debbie.pecora@gmail.com	\$500	Bev: 10%;10%; 10%  Snack: 10%;10%; 10%	Bev: 10%  Snack: 10%	Beverages, Non-Perishable & Perishable Snacks	RANK: 3 Provided Vending Product & PriceLists w/Healthy Options; Diverse Selection Provided; Coke and Pepsi Products, 1 yr guarantee on product vending prices; References
Canteen Vending Compass Group 171 Covington Drive Bloomington IL 60108 Eddie Linares 331-625-4125	Listed as: N/A	Bev: 5%;5%; 5% Snacks: 5%;5%; 5%	TBD	Beverages, Non-Perishable & Perishable Snacks	RANK: 4 E-mailed Packet Includes Company Details; Products, Prices, & Services; Higher Technology – Machines and Tracking; Diverse Products; References
Pepsico Beverages 1400 W #5 <sup>th</sup> St Chicago, IL August Windau 708-556-7478 August.windau@pepsico.com	\$2,900	Bev: 35% Escalation 1&2YR: .25%	Free Goods Annually: \$600	Beverage Only; One Type o/Snack Item as Product (Sabra)	RANK: 2 E-mailed Packet Includes Company Details, Service, Delivery, PM, Equipment, Product List, Prices & References

**REQUEST FOR PROPOSAL  
VENDING SERVICES  
OAK BROOK PARK DISTRICT**

**I. Introduction**

The Oak Brook Park District is seeking proposals from qualified firms interested in obtaining a license from the Park District for the installation, operation, and maintenance of non-alcoholic beverage and snack vending machine products and services at various parks and facilities operated by the Park District. Coinciding with the Park District's vision and core value of wellness, an important aspect of this service includes providing healthy product options to the community.

The Board of Park Commissioners deems it to be in the best interest of the Park District and the users of its parks and facilities to grant an exclusive concession license for vending services.

**II. General Conditions and Requirements**

This Request for Proposal (RFP) is only an invitation to submit a proposal and does not commit the Park District in any way to enter into a license for non-alcoholic beverage and snack vending services. In addition, the RFP does not obligate the Park District to pay any costs incurred by any respondent in conjunction with the preparation of a response to this request.

The Park District intends to select a qualified vending company and negotiate a license agreement for vending services including, without limitation, the following provisions:

- A. Licensee to provide non-alcoholic beverage vending machines at Park District facilities as outlined in Appendix A.
- B. Licensee to provide snack vending machines at Park District facilities as outlined in Appendix A.
- C. Licensee to maintain all associated vending machines on a seven-day per week basis. If not, provide specifications and explanation of the days of availability.
- D. Licensee to pay to Park District a percentage of revenue collected from the vending machines. Licensee's proposal should state the percentage that will be provided to the Park District, based upon gross revenue. The minimum agreement term is 12 months, with an annual renewal option including two additional years. Licensee should include an annual escalation provision for years following the initial 12-month term.
- E. Licensee to provide to the Park District an annual up-front fee for sponsorship of Park District projects or programs in exchange for an exclusive vending license. An annual sponsorship fee will apply to each year within the term of the agreement.

The up-front fee will be non-refundable unless the license is terminated by the Park District without cause. In the event of termination by the Park District without cause, the license fee refunded will be reduced by ten (10) percent for each year or part thereof that the license is in effect.

- F. Licensee to allow the Park District to participate in the licensee's purchase of beverages and snacks at a reduced cost for the Park District's use in connection with Park District-operated non-vending concession areas, programs, events, rentals, and staff meetings
- G. Licensee to maintain insurance coverage in amounts, types, and with insurers approved by the Park District.
- H. Licensee to fully indemnify and hold harmless the Park District from and against claims and liabilities associated directly or indirectly with the license or licensee's vending operations.

- I. Licensee to comply with all applicable Federal, State, and local laws, rules, and regulations, including, but not limited to: the Illinois Human Rights Act; the federal Equal Employment Opportunity Act; and the Illinois Drug-Free Workplace Act.

Documents submitted in response to the RFP become the exclusive property of the Park District and accordingly are considered public records under the Freedom of Information Act. The Act specifically exempts proposals from disclosure until a final award is made.

Financial information that the firm considers being proprietary, privileged, or confidential should be stamped "Confidential."

The Park District expressly reserves the right at any time and from time to time, for its convenience, and without notice to do any or all the following:

- Waive or correct any defect or technical error in any response, proposal, or proposal procedure, as part of the RFP or any subsequent negotiation process.
- Reject any proposals, with or without cause, and without obligations to indicate any reason for such rejection.
- Modify the selection procedure, the scope of the proposed license, minimum requirements, or the required responses.
- Negotiate with any, all, or none of the respondents to the RFP.

### **III. Qualifications**

The selected firm will demonstrate a proven record in providing comparable services in the operation of similar facilities.

Proof of achievement in the following areas:

- A. Provide health-conscious options for non-alcoholic beverage and snack vending products. National guidelines and the following organization may be used as a resource for healthy snacks: [eatright.org](http://eatright.org). At least 50% of the products are preferred to be health-conscious.
- B. Ability to provide services 7 days a week, year around.
- C. The ability to provide timely maintenance and repair of machines, within 24-48 hours of a service call as reported by Park District staff, on an as needed basis.
- D. Provision of clean, safe, and sanitary machines that meet or exceed government or industry standards.
- E. Provision of trained personnel to properly service the machines.
- F. Maintenance of an approved system of retaining accurate readings and records of the amount of product dispensed from and supplied to the machines in a manner requested and approved by the Park District.
- G. Establish a refund process for dealing with situations in which products do not properly dispense as expected, are incorrect, or no change is made from the machine.

H. Proof of insurance coverage in amounts, types, and with insurers reasonably acceptable to the Park District for:

1. Workers' Compensation
2. Comprehensive General Liability
3. Comprehensive Automobile Liability
4. Product Liability
5. Fire & Theft Insurance

I. Provide three (3) to five (5) acceptable references

J. Provide a list of available products as well as suggested sample product lists of non-alcoholic beverage and snack vending items, including health-conscious products. List each product along with coinciding suggested customer cost/item.

#### **IV. Response to the Request for Proposal (RFP)**

Questions concerning this request must be submitted in writing to the e-mail address below.

The Park District will respond to all questions in writing making all questions and responses available to all interested firms.

Interested firms must respond to this RFP no later than 4:00pm, Monday, April 24, 2023. Proposals should be submitted in an enclosed packet, in writing and must include the completed documents contained within the RFP packet. Additional supporting documents may be included.

The RFP should be mailed and/or delivered to the Oak Brook Park District, Family Recreation Center:

Katie Basile, Superintendent of Facilities  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523

Questions: [kbasile@obparks.org](mailto:kbasile@obparks.org)

The Board of Park Commissioners will evaluate all proposals submitted. The firm will be awarded a License on May 15, 2023. Such license will commence on July 1, 2023 (negotiable).

**APPENDIX A**  
**Vending Request for Proposal (RFP)**

Proposals will be considered for exclusive vending operations on all or any part of vending services

**Locations**

Family Recreation Center  
1450 Forest Gate Road  
Oak Brook, IL 60523

- Four Beverage Vending Machines
- Two Snack Vending Machines
- One Ice Cream Vending Machine

Oak Brook Park District Tennis Center  
1300 Forest Gate Road  
Oak Brook, IL 60523

- One Beverage Vending Machine
- One Snack Vending Machine

## **PROPOSAL FORM**

### **SPONSORSHIP**

*Amended 5/23/2023*

Annual Exclusive Vending Rights Sponsorship: \$ See Below Annually

First year sponsorship will be \$2,850. The second year sponsorship will be \$3,250. Year three will be \$3,500 based on an average of 1,500 beverage units sold per month in the prior 2 year timeframe.

If we average above 1,500 monthly unit beverage sales, we will pay a \$4,000 sponsorship fee in each successive year as originally proposed. If we do not achieve the average 1,500 monthly unit beverage sales, we will reduce the annual sponsorship down to \$2,500 for each successive year not achieved. At a minimum, Oak Brook Park District will receive a 36% commission on beverage sales, snack and ice cream commission of 6%, and the \$2,500 annual sponsorship fee. All sales can be verified and shared with reporting from software sent quarterly.

### **VENDING PRODUCTS**

Specify product item with coinciding customer cost/item below and/or attach supporting documents with requested information. Include health-conscious options among product list.

#### **Available Beverage Product List:**

We are proposing 20oz Coke and Pepsi products at \$3.25 per bottle.

#### **Suggested Beverage Product List:**

Beverage Vending Commission Paid to the Park District: 36%

Annual Escalation (Year 2): 0 %

Annual Escalation (Year 3): 0 %

Product Discount Per Case (See Section II: F): 10 %



**Available Snack Product List:**

See Attached

**Suggested Snack Product List:**

See Attached

Snack Vending Commission Paid to the Park District: 6 %

Annual Escalation (Year 2): 0 %

Annual Escalation (Year 3): 0 %

Product Discount Per Case (See Section II: F): 10 %

**Additional Product Services Provided to the Oak Brook Park District:**

See Attached

Name: Kevin Flowers

Signature: *Kevin Flowers*

Company Name: The Flowers Group Enterprises LLC DBA PPG Enterprises

Address: 650 Warrenville Rd., IL 60532

Phone Number: 1-800-520-1941

Date: 4/21/2023

**OAK BROOK PARK DISTRICT  
LICENSE FOR VENDING SERVICES  
REFERENCES**

Please provide a description of and contact information from at least three organizations for which your organization has provided previous/similar uses or services or with which your organization has collaborated with to provide the similar uses or services:

Organization: St. Patrick's Residence Nursing and Rehabilitation

Address: 1400 Brookdale Rd.

City, State, Zip Code: Naperville, IL 60543

Telephone Number: 630-416-6565

Contact Person: Kevin Martin

Date and Description of Services: 11/1/2022 Vending Machine(s) & servicing

We furnished multiple vending machines to the location and service the machines, stocking with healthy  
and delicious popular snacks, and beverages.

Organization: Wittenstein- US

Address: 1249 Humbracht Cir

City, State, Zip Code: Bartlett, IL 60103

Telephone Number: 888-534-1222

Contact Person: Ed Galisano

Date and Description of Services: Dec. 5th, 2022 Vending Machine(s) & Servicing

We furnished multiple vending machines for the main campus and annex, stocking with a mixture of  
healthy and popular snacks and beverages.

Organization: John Buck Company

Address: 142 E. Ontario

City, State, Zip Code: Chicago, IL 60601

Telephone Number: 312-202-8242

Contact Person: Anna Lipscomb

Date and Description of Services: February 12, 2023 Vending machine & Servicing  
Provide location with vending machines and stocking with snacks and beverages.

Organization: North American Stainless

Address: 801 Twin Rail Rd.

City, State, Zip Code: Minooka, IL 60447

Telephone Number: 815-521-9500

Contact Person: Doug Engels

Date and Description of Services: Vending Machine Placement and servicing.

Organization: Case Tape

Address: 150 Gaylord

City, State, Zip Code: Elk Grove Villiage, IL

Telephone Number: 1847-299-7880

Contact Person: Lisa Spiegelman

Date and Description of Services: 4/17/2023 Vending Machine and service.

**Complete this form and submit with Form of Proposal**

Applicant's Name: Kevin Flowers

Signature: Kevin Flowers

## Price List

<b>Drinks</b>	<b>Price</b>
Coke Bottles 20 OZ.	\$ 3.25
Diet Coke 20 OZ.	\$ 3.25
Pepsi Bottle 20 Oz.	\$ 3.25
Diet Pepsi Bottle 20 Oz.	\$ 3.25
Gatorade 20 oz.	\$ 3.25
Vitamin Water 20 oz.	\$ 2.75
Water	\$ 2.50
Dr. Pepper Bottle 20 OZ.	\$ 3.25
Mountain Dew Bottle 20 OZ.	\$ 3.25
Starbucks Frapacino	\$ 3.75
Brisk Iced Tea Bottle 20 OZ.	\$ 3.25
Red Bull Sugar Free	\$ 3.50
Gatorade Zero	\$ 3.25
Snapple Lemonade	\$ 3.25
Arizona Ice tea	\$ 3.25
Arnold Palmer Lite	\$ 3.25
Sprite 20 OZ.	\$ 3.25

<b>Snacks</b>	
Pop Tarts	\$ 1.25
Grandmas Cookies	\$ 1.75
Skinny Pop Popcorn	\$ 1.25
Kind Bars	\$ 2.25
Lays Potato Chips	\$ 1.50
Lays Baked Chips	\$ 1.75
Planters Cashews	\$ 1.50
Planters Peanuts	\$ 1.25
Almonds	\$ 2.00
M&M Peanut	\$ 1.75
Cheez-it	\$ 1.00
Cheese and Carmel Popcorn Mix	\$ 2.50
Chex Savory Snack Mix Bagel	\$ 1.50
Cheetos Flamming Hot	\$ 1.25
Cheetos Crunchy	\$ 1.25
Snickers	\$ 1.75
Twiz Bars	\$ 1.50
Famous Amos	\$ 1.25
Nutter Butter Sandwich Cookies	\$ 1.50
Doritos	\$ 1.50
Munchies Flamming Hot Mix	\$ 2.25
Takis	\$ 1.50
Lays BBQ Chips	\$ 1.50
Sun Chips Salsa	\$ 1.75
Sun Chips Original	\$ 1.75

Sun Chips Cheddar	\$ 1.75
Kars Sweet & Salty	\$ 1.25
Goldfish Cheddar	\$ 1.25
Nature Valley Fruit and Nut Bars	\$ 1.25

#### **Frozen Treats**

Ice Cream Sandwiches	\$ 1.50
DrumSticks	\$ 1.50
Oreo Icecream Sandwich	\$ 1.50
Fruit Bars	\$ 1.25
Icee Freeze Squeeze Ups	\$ 1.25
Flavor Ice	\$ 1.25
Haagen Daaz Milk Chocolate Almond Bars	\$ 1.75
Strawberry Shortcake Bar	\$ 2.75

## **VENDING LICENSE AND SERVICE AGREEMENT**

This VENDING LICENSE AND SERVICE AGREEMENT ("**Agreement**") is made as of June 18, 2023 by and between the Oak Brook Park District, an Illinois park district ("**Customer**"), and The Flowers Group Enterprises LLC, DBA PPG Enterprises, an Illinois Corporation ("**FGE**"). Customer and FGE are hereinafter sometimes individually referred to as a "Party" and together referred to as the "Parties".

- A. FGE desires to obtain an exclusive license from Customer to install food and non-alcoholic beverage vending machines at certain facilities operated by Customer.
- B. Customer deems it in the best interests of Customer and the users of these facilities to grant such license to FGE, on and subject to the terms and conditions contained in this Agreement. Customer's Request for Proposal for Vending Services dated August 1, 2023 ("RFP") is incorporated as part of this Agreement by reference.

NOW, THEREFORE, in view of the foregoing premises and in consideration of the mutual promises hereinafter contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. License. Customer hereby grants FGE the exclusive rights to provide food products, snacks, candy and maintain vending services including the exclusive right to install, supply, and maintain vending machines ("Machines") as set forth herein and in FGE's proposal dated May 23, 2023, attached to and incorporated to this Agreement by reference ("FGE Proposal") at the Customer's location(s) listed in Appendix A to the RFP ("Premises") and any subsequent location on the Premises upon written request of Customer. FGE shall install, supply and maintain the following Machines on the Premises: 3 Snack, 5 Beverage and 1 ice cream Vending Machines.
2. Placement. FGE will provide, deliver, install and maintain in good, clean, sanitary and safe operating condition as its sole cost and expense, high-quality, undamaged, "user-friendly" and dependable automatic vending machines in accordance with the specifications provided in this Agreement. The Machines will be placed on the Premises in a mutually agreed upon location. FGE shall not make any changes to the agreed upon location of the Machines without prior written consent of Customer. Customer will furnish space and necessary power outlets, and water for the Machines (If water line is needed,). FGE acknowledges and agrees that FGE has inspected the Premises prior to signing this Agreement and that the utility services provided by Customer are sufficient for the safe and proper operation of the Machines.
3. Equipment. FGE represents and warrants that it is the sole owner of the Machines. Except as otherwise provided herein, the Machines are and will remain the property of FGE, who has the right to change or remove any Machine, if FGE determines the location has become unprofitable. FGE will request written approval from Customer prior to removal of any Machine. FGE shall not charge for the removal of any Machines FGE shall not charge for the removal of any Machines and shall restore, in accordance with this Section 3, any damage caused to the Premises or to Customer property as the result of such removal. In the event any Machine is damaged or destroyed due to Customer's negligent act or omission, Customer shall be responsible to pay FGE for the repair or replacement cost, if the Machine cannot be repaired, of the damaged Machine(s). FGE will be responsible for any damage done by pest, or pest infestations to any Machine(s) or inventory in any Machine(s) and agrees to pay amount at cost for unsalable Product. All Machines shall meet or exceed all applicable governmental or industry safety standards. All Machines will accept credit cards, coins, \$1 bills, and high-volume Machines will accept \$1 bills and \$5 bills as specified by Customer.

Upon termination of the Agreement, FGE shall remove the Machines from the Premises and shall return and restore the Premises, and any other Customer property damaged due to FGE's removal of the Machines or as a result of any other FGE's activities pursuant to the license granted hereunder, to Customer, in the condition as when originally made available to FGE, reasonable wear and tear excepted. In the event FGE does not restore the Premises or Customer property as required hereunder, FGE shall be responsible for and shall pay to Customer promptly upon demand, the full cost of any such restoration or repair incurred by Customer for the same.

If upon termination of this Agreement for any reason, FGE fails to remove the Machines within fifteen (15) days of such termination, FGE shall be deemed automatically and without further action on the part of Customer to have abandoned the Machines, and Customer shall have the right to retain and use or to dispose of the Machines in any manner it deems desirable and the proceeds, if any, obtained from such disposition shall be and remain the sole property of Customer for having to dispose of the Machines, and shall not reduce the amount of money, if any, otherwise owed by FGE to Customer under this Agreement. If the cost to Customer of such disposition of the Machines exceeds the amount of any proceeds received by Customer from such disposition, FGE shall pay Customer the amount of the deficiency promptly upon demand.

4. Malfunction Notice. Customer shall promptly notify FGE by telephone via text or voice call at 630-699-5776 or via email at [kflowers@theflowersenterprisesgroup.com](mailto:kflowers@theflowersenterprisesgroup.com) for any malfunction or service issue. Customer shall allow FGE reasonable access to the Premises to service the Machines.
5. Service. FGEs shall provide trained personal to install and service the Machines. FGE will make all necessary repairs to the Machines and is the only party responsible for and allowed to correct, disconnect, move, or service the Machines, any repair or maintenance on Machines shall be conducted during regular business hours 7 days a week unless otherwise agreed to by Customer.

FGE shall, without cost to Customer, install, continuously stock, maintain, repair and service the Machines. FGE shall provide FGE's services to ensure that the Machines are well stocked and properly operating. Repairs and replacements of malfunctioning, damaged or destroyed Machines, or provision of a temporary, comparable substitute machine, shall be made by FGE promptly at its sole cost and expense and in no event later than twenty-four (24) hours from the time of notification by Customer, unless such repair or replacement requires labor or materials from third parties in which event it shall be made no later than three (3) days from the time of notification by Customer.

FGE will provide trained personnel to properly service the Machines ("FGE's Employees"). FGE will select, train and direct FGE's Employees to perform the required tasks and FGE will be responsible for their appearance and conduct while on the Premises. FGE's Employees will wear uniforms for identification purposes at all times while on the Premises to perform the required tasks under this Agreement. FGE represents that it has performed and will perform criminal background checks, including a check against the national sex offender database, on each of FGE's Employees assigned to service the Machines and shall confirm the absence of a conviction for any offense which would make such FGE Employee ineligible for employment by Customer pursuant to Section 8-23 of the Park District Code [70 ILCS 1205/8-23].

FGE's Employees will be subject to the rules and regulations of the Customer while on the Premises. The FGE's Employees will check in at front office prior to commencing work on the Premises.

6. Products. The Machines will dispense a variety of single serving-size pre-packaged snacks and/or beverages in accordance with the RFP (individually and collectively, the "Product"). All Product provided in the Machines shall be of high quality and shall be fresh. FGE shall notify the Customer of any Product removed from Machines as a result of Product recalls.

FGE's provision of snack and beverage vending service shall at all times be sanitary and sufficient to meet public demand. FGE shall adequately monitor the sales of Product from the Machines and make all adjustments necessary in servicing frequency, and in consultation with and subject to the direction of the Customer, make all adjustments necessary in Product variety and Product allocation by Machine location, to maximize customer satisfaction.

All Machines will be installed, fully stocked and fully operational at each location by the start of the first day of the Term.

7. Access. The Machines, Product and services shall at all reasonable times be subject to inspection of any person or persons designated by Customer or as otherwise required by applicable law.
8. Sponsorship Fee/Licensee Fee/Customer Discount.

- (a) In exchange for the exclusive license granted to FGE, FGE shall pay to Customer an annual exclusive vending rights sponsorship fee upon execution of this Agreement and in accordance with FGE's



Proposal ("Sponsorship Fee"). The Sponsorship Fee shall be non-refundable in the event Customer terminates this Agreement pursuant to Section 13(a). In the event Customer terminates this Agreement without cause, the Sponsorship Fee refunded will be reduced by 10% for each year of part thereof that this Agreement is in effect.

- (b) FGE shall pay to Customer an annual license fee (the "License Fee"), which shall be a percentage of the gross sales collected from Machines (for purposes of this Agreement, gross sales shall mean all monies received from sales rendered less any Illinois Sales Tax collected) as follows: 36% of the gross sales from the beverage vending Machines; and 6% of the gross sales from the snack vending Machines.

The License Fee shall be paid to the Customer on or before the first day of every month during the Term and any Renewal Term. FGE shall maintain an approved "counting system" or other means of keeping accurate readings and records of the amounts and types of Product dispensed from and supplied to the Machines at each location in the manner requested by Customer and provide this information in a written accounting to Customer, together with the payment of the License Fee to which the readings relate, in order to enable to the Customer to confirm the amount of the License Fee and to determine demand for Product at each location. To minimize the likelihood of theft or vandalism, all money in Machines shall be collected a minimum of once a week, or more if volume necessitates it. All money shall be removed from the Machines by FGE's employees, placed in a drum safe or comparably secure device and removed at FGE's offices.

- (c) Customer shall receive a 10% discount on all beverages and snacks purchased for the Customer's use in connection with Park District operated non-vending concession areas, programs, events, rentals, and staff meetings.

- 9. Refund. FGE shall provide a refund option either via its website or mobile application. All Machines will be labeled with a service telephone number for technical issues as the result of malfunctioning Machines. FGE shall also provide Customer with a reasonably sufficient petty cash fund at each facility the Machines are located to be used for any refunds given to patrons as the result of malfunctioning Machines. FGE shall replenish the petty cash fund as requested from time to time by Customer.

- 10. Licenses, Permits, Taxes. FGE will be responsible for obtaining, at its cost, any applicable licenses or permits, and FGE shall pay any federal, state or local taxes, applicable to the vending services that it provides at the Premises.

FGE shall comply with, and cause the FGE Employees to comply with, all applicable laws, rules and ordinances including, but not limited to: local, state and federal tax laws; state and federal non-discrimination laws applicable to employees, participants, invitees and licensees; workers' compensation laws; state and federal wage and hour laws and any license requirements. Without limiting the generality of the foregoing, FGE specifically agrees to comply fully with the requirements of the *Illinois Human Rights Act*, 775 ILCS 5/1-101 *et seq.*, including, but not limited to, the provision of sexual harassment policies and procedures pursuant to Section 2-105 of the Act, and with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act*, 42 U.S.C. Section 12101 *et seq.*, and rules and regulations promulgated thereunder to the extent applicable. All of the Machines shall be usable by persons with disabilities. Attached to and incorporated herein as **Exhibit 2** to this Agreement is FGE's Vendor Compliance and Certification Attachment.

- 11. Term. Unless terminated earlier as provided herein, the term of this Agreement shall be for three (3) years commencing on the date of Customer's signature below, subject to Section 12 ("Term"). The Parties may mutually agree to renew this Agreement for an additional three (3) year period ("Renewal Term"). In the event either Party elects not to renew this Agreement for the Renewal Term, the non-renewing Party shall provide notice to the other Party of its intent NOT to renew at least ninety (90) days before the end of the Term. Except for the Sponsorship Fee, License Fee and as may be otherwise agreed to by the Parties, the Renewal Term shall be upon the same terms and conditions stated in this Agreement.

- 12. Term Adjustment. If installation of Machines is delayed due to Customer having a pre-existing vending service agreement, Customer agrees to terminate such third-party agreement as of the earliest possible date,

notifying FGE of the termination date and this Agreement shall be deemed to commence on that same date.

### 13. Termination and Remedies

(a) Customer may terminate the Agreement in whole or in part, as follows:

- i. In the event FGE breaches any of the provisions of this Agreement, Customer may immediately terminate the Agreement, if FGE shall not have cured such breach within forty eight (48) business hours after Customer shall have first notified FGE of such breach in writing or, if by its nature the breach is not capable of being cured within said forty-eight (48) business hours, FGE shall not have commenced such cure within said forty-eight (48) business hours and diligently pursued same to completion; provided, however, that if FGE shall have repeatedly breached the same or other provisions previously, Customer may terminate the Agreement immediately without affording FGE an opportunity to cure the breach, upon written notice to FGE, and further provided that failure to maintain required insurance coverage shall be cause for immediate termination of the Agreement, or the immediate suspension of the Agreement until such insurance has been obtained and satisfactory proof thereof provided to Customer, in either case upon written notice to FGE without opportunity to cure.
- ii. In the event FGE shall have: (i) filed a voluntary petition in bankruptcy or made an assignment for the benefit of creditors; or (ii) consented to the appointment of a receiver or trustee for all or a part of its property; or (iii) an involuntary petition in bankruptcy shall have been filed in regard to FGE and the same shall not have been dismissed within thirty (30) days of such filing, then in said event this Agreement shall automatically terminate.

(b) Either Party may also terminate this Agreement for convenience upon ninety (90) day written notice to the other Party.

(c) The Parties may mutually agree to terminate this Agreement in writing at any time.

(d) Upon termination of this Agreement for any reason, the rights and obligations of the Parties shall cease automatically except for the rights and obligations of the Parties accruing but unsatisfied prior to termination, including but not limited to any such obligations under Section 15. FGE agrees that its sole remedy and damages for Customer's termination of this Agreement pursuant to Section 13(b) is to be refunded that portion of the License Fee already paid on a pro-rated basis, as of the effective date of such termination and refunded that portion of the Sponsorship Fee as set forth in Section 8 of this Agreement. Upon termination by the Customer in accordance with Section 13(a)(i) and (a)(ii), the Customer shall have all rights and remedies available to it at law and in equity.

14. Independent Contractor. It is understood, acknowledged and agreed by the Parties that the relationship of FGE to Customer arising out of this Agreement shall be that of an independent contractor. Neither FGE nor any FGE Employee or agent of FGE is an employee or agent of Customer and therefore it is not and they are not entitled to any benefits provided employees of Customer. FGE has no authority to employ/retain any person as employee or agent for or on behalf of Customer for any purpose. Neither FGE nor any person engaging in any work or services related to this Agreement or the license granted hereunder, may represent itself or himself as being an employee or agent of Customer.

15. Indemnification. FGE shall defend and fully indemnify and hold harmless Customer, its commissioners, officers, employees, agents and volunteers (the Customer and such other persons being hereinafter referred to collectively as the "Indemnified Parties") against and from any and all claims, losses, damages or expenses (including attorneys' fees and court costs) sustained or incurred by them or any of them and caused by the acts or omissions of FGE's Employees or agents relating directly or indirectly to this Agreement or any of the activities conducted on behalf of FGE under this Agreement. Without limiting the scope of the foregoing obligations, FGE expressly agrees to defend and fully indemnify and hold harmless the Indemnified Parties against and from any claim or suit alleging personal injury, property damage, sickness, or disease arising from or relating directly or indirectly to the Machines or other equipment of FGE, or the use thereof, or the consumption or use of the Product, or the wrongful or negligent act of FGE's Employees or

agents. In the event of any claim therefor, FGE shall give immediate notice thereof to FGE and any and all other affected Indemnified Parties and they shall be entitled, at their option, to participate in the defense of such claim. FGE shall fully indemnify and hold harmless the Indemnified Parties against and from any and all claims, losses, damages or expenses (including attorneys' fees and court costs) sustained or incurred by them or any of them and resulting directly or indirectly from FGE's breach of any of its obligations under this Agreement.

16. Insurance. In furtherance and not in limitation of the foregoing defense and indemnification obligations of FGE, FGE will procure and maintain during the Term and any Renewal Term, the insurance coverages provided in **Exhibit 1**, attached to and incorporated by this reference in this Agreement, or such other insurance coverages as shall be required by the Customer's insurer or the risk management agency of which the Customer is a member.

17. This Agreement and the license granted hereunder do not convey to, or create in favor of, FGE any legal or equitable title or property interest in whole or in part to Customer property or any portion thereof, including the Premises; it being acknowledged that this Agreement is a license and not a lease and merely grants temporary and limited permission to FGE to use the Premises on and subject to the terms and conditions hereof.

18. FGE shall not modify or construct any structures or apparatus in or upon the Premises without the prior express written approval of Customer, or otherwise use the Premises at any time or in any manner except as permitted under this Agreement.

19. Notice. Other than malfunction notices under Section 4 above, all notices permitted or required by this Agreement shall be in writing and sent by prepaid US certified mail, return receipt requested or by national overnight carrier and shall be effective upon delivery as confirmed by the USPS or overnight carrier. Notices will be sent to the following addresses or as otherwise directed in writing:

If to Customer:

Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523  
Attn: Katie Basile, Superintendent of Facilities  
1-630-645-9528  
Email: kbasile@obparks.org

If to FGE:

The Flowers Group Enterprises LLC,  
DBA PPG Enterprises  
650 Warrenville Road  
Lisle, IL 60532  
Attn: Kevin Flowers  
1-800-520-1941  
Email: pewpewguru@outlook.com

20. Dispute Resolution. This Agreement is governed under Illinois law. Any dispute shall be brought into circuit court of DuPage County and the prevailing Party shall be entitled to an award of its expenses incurred in the litigation including reasonable attorney's fees and court costs.

21. Miscellaneous. This Agreement constitutes the complete understanding of the Parties as to its subject matter, and no waivers or modifications of any provision shall be valid unless in writing and signed by both Parties. If either Party waives a breach or does not require the other Party to meet an obligation that it has, that does not mean the obligation has been removed from this Agreement or that has any subsequent breach or default is allowed. Neither Party may assign, transfer, sell this Agreement, or any interest therein, without the prior written consent of the other Party. The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement.

22. Force Majeure. Neither Party shall be considered in default or in breach of the Agreement, when such failure or delay to perform should be triggered by any act or force of nature beyond either Party's control. Such acts or force of nature would include, but are not limited to, acts of God (tornado, hurricane, lightning strike, etc.), fire, flood, hostilities, war, striking, or governmental restrictions. Should such performance

become interrupted by any such act as mentioned above, every reasonable effort shall be made to resume full performance as promptly as possible.

23. No Waiver of Tort Immunities. Nothing contained in any provision of this Agreement is intended to constitute nor shall constitute waiver of any privileges, immunities or defenses available to Customer under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, with respect to claims by third parties. This Agreement is for the sole benefit of the Parties and nothing contained in or implied by any provision of this Agreement shall create or confer any right or benefit for or to a third party.
24. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other rights, remedies, and benefits allowed by law.
25. This Agreement may be signed upon any number of counterparts with the same effect as if the signatures to each were upon the same Agreement.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof, on the date indicated after such signature below.

The Flowers Group Enterprises LLC,  
DBA PPG Enterprises

Oak Brook Park District

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **EXHIBIT 1 INSURANCE COVERAGE**

FGE shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property as follows. The cost of such insurance shall be borne by FGE. For purposes of this Exhibit "Licensee" shall mean "FGE and the "Park District" shall mean the Customer, the Oak Brook Park District.

### **A. Commercial General and Umbrella Liability Insurance**

Licensee shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 04 13 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 11 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the Licensee's insurance and shall not contribute with it.

### **B. Business Auto and Umbrella Liability Insurance**

Licensee shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

### **C. Workers Compensation Insurance**

Licensee shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

If the Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 11 under the Commercial General and Umbrella Liability Insurance required in this Agreement, the Licensee waives all rights against the Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Licensee's use of the Park District's property. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the Park District for all activities of the Licensee, its employees, agents and subcontractors.

### **D. General Insurance Provisions**

#### **Evidence of Insurance**

Prior to taking occupancy, Licensee shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to the Park District prior to the cancellation or material change of any insurance referred to therein. Written notice to the Park District shall be by certified mail, return receipt requested.

Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Licensee's obligation to maintain such insurance.

The Park District shall have the right, but not the obligation, of prohibiting Licensee from occupying the Locations until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Park District.

Failure to maintain the required insurance may result in termination of this Agreement at the Park District's option.

Licensee shall provide certified copies of all insurance policies required above within 10 days of the Park District's written request for said copies.

*Acceptability of Insurers*

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

*Cross-Liability Coverage*

If Licensee's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

*Deductibles and Self-Insured Retentions*

Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Licensee may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

E. **Subcontractors**

Licensee shall cause each subcontractor employed by Licensee to purchase and maintain insurance of the type specified above. When requested by the Park District, Licensee shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

**EXHIBIT 2**  
**VENDOR COMPLIANCE AND CERTIFICATIONS ATTACHMENT**

**Note: The following certifications form an integral part of the Agreement between the Oak Brook Park District (the "Owner" for purposes of this Exhibit) and The Flowers Group Enterprises LLC. (the "Vendor" for purposes of this Exhibit). Breach by Vendor of any of the certifications may result in immediate termination of the Vendor's services by Owner.**

THE UNDERSIGNED VENDOR HEREBY ACKNOWLEDGES, CERTIFIES, AFFIRMS AND AGREES AS FOLLOWS:

- A. Vendor has carefully read and understands the contents, purpose and legal effect of this document as stated above and hereafter in this document. The certifications contained herein are true, complete and correct in all respects.
- B. Vendor shall abide by and comply with, and in contracts which it has with all persons providing any of the services or work on this Project on its behalf shall require compliance with, all applicable Federal, State and local laws and rules and regulations including without limitation those relating to 1) fair employment practices, affirmative action and prohibiting discrimination in employment; 2) workers' compensation; 3) workplace safety; 4) wages and claims of laborers, mechanics and other workers, agents, or servants in any manner employed in connection with contracts involving public funds or the development or construction of public works, buildings or facilities; and 5) steel products procurement.
- C. To the best of Vendor's knowledge, no officer or employee of Vendor has been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or any unit of local government, nor has any officer or employee made an admission of guilt of such conduct which is a matter of record.
- D. Vendor is not barred from bidding on or entering into public contracts due to having been convicted of bid-rigging or bid rotating under paragraphs 33E-3 or 33E-4 of the Illinois Criminal Code. Vendor also certifies that no officers or employees of the Vendor have been so convicted and that Vendor is not the successor company or a new company created by the officers or owners of one so convicted. Vendor further certifies that any such conviction occurring after the date of this certification will be reported to the Owner, immediately in writing, if it occurs during the bidding process, or otherwise prior to entering into the Contract therewith.
- E. Pursuant to the Illinois Human Rights Act (775 ILCS 5/2-105), Vendor has a written sexual harassment policy that includes, at a minimum, the following information: (i) a statement on the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment utilizing examples; (iv) the Vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and directions on how to contact both; and (vi) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act. Vendor further certifies that such policy shall remain in full force and effect. A copy of the policy shall be provided to the Illinois Department of Human Rights upon request.
- F. (i) Vendor's bid proposal was made without any connection or common interest in the profits anticipated to be derived from the Contract by Vendor with any other persons submitting any bid or proposal for the Contract; (ii) the Contract terms are in all respects fair and the Contract will be entered into by Vendor without collusion or fraud; (iii) no official, officer or employee of the Owner has any direct or indirect financial interest in Vendor's bid proposal or in Vendor, (iv) the Vendor has not directly or indirectly provided, and shall not directly or indirectly provide, funds or other consideration to any person or entity (including, but not limited to, the Owner and the Owner's employees and agents), to procure improperly special or unusual treatment with respect to this Agreement or for the purpose of otherwise improperly influencing the relationship between the Owner and the Vendor. Additionally, the Vendor shall cause all of its officers, directors, employees, (as the case may be) to comply with the restrictions contained in the preceding sentence.
- G. Vendor knows and understands the Equal Employment Opportunity Clause administrated by the Illinois Department of Human Rights, which is incorporated herein by this reference, and agrees to comply with the provisions thereof. Vendor further certifies that Vendor is an "equal opportunity employer" as defined by Section 2000 (e) of Chapter 21, Title 42 of the United States Code Annotated and Executive Orders #11246 and #11375 as amended, which are incorporated herein by this reference.
- H. Neither Vendor nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act.
- I. Vendor is not barred from contracting with the Owner because of any delinquency in the payment of any tax administrated by the Illinois Department of Revenue, unless it is being contested. Vendor further certifies that it understands that making a false statement regarding delinquency in taxes is a Class A misdemeanor and, in

J. If Vendor has 25 or more employees at the time of letting of the Contract, Vendor knows, understands and acknowledges its obligations under the Illinois Drug Free Workplace Act (30 ILCS 580/1 *et seq.*) and certifies that it will provide a drug-free workplace by taking the actions required under, and otherwise implementing on a continuing basis, Section 3 of the Drug Free Workplace Act. Vendor further certifies that it has not been debarred and is not ineligible for award of this Contract as the result of a violation of the Illinois Drug Free Workplace Act.

K. The Vendor shall comply with the requirements and provisions of the Freedom of Information Act (5 ILCS 140/1 *et. seq.*) and, upon request of the Oak Brook Park District's designated Freedom of Information Act Officer (FOIA Officer), Vendor shall within two (2) business days of said request, turn over to the FOIA Officer any record in the possession of the Vendor that is deemed a public record under FOIA.

STATE OF \_\_\_\_\_ )  
 )SS  
COUNTY OF \_\_\_\_\_ )

(Notary Public)

(SEAL)



New Business



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RFQ FOR GINGER CREEK PHASE II  
ENGINEERING**

**AGENDA No.: 8 A**

**MEETING DATE: JUNE 19, 2023**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):** Central Park, bisected by Ginger Creek, currently has a single pedestrian bridge crossing over the creek. The crossing is positioned over a low head dam constructed over a gabion weir dating to the 1970's. The crossing does not meet ADA requirements, and is prone to flooding during and after rainfall due to the low height and close proximity to the water surface. The bridge crossing must be evaluated by a professional engineer.

In the fall of 2022, the Park District hired Engineer Resource Associates to conduct a phase I analysis of the bridge, dam, and floodway of Ginger Creek. From the analysis, the district was presented with several options for bridging the creek and improving the creek flow. An option was selected which best suits the needs of the district and park users.

#### **ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

With Community Project Earmark funding pending, the District is choosing to solicit a request for qualification (RFQ) from qualified engineering firms for phase II engineering of the project through implementation and completion. The RFQ's are due to the District on June 16, 2023 at which time they will be reviewed.

For review and discussion only.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: APPROVAL OF A TRAVEL EXPENSE FOR COMMISSIONER ATTENDANCE AT THE NATIONAL RECREATION AND PARK ASSOCIATION CONFERENCE HELD OCTOBER 10-12, 2023 IN DALLAS, TX**

**AGENDA No.: 8 B**

**MEETING DATE: JUNE 19, 2023**

**STAFF REVIEW:** Chief Financial Officer, Marco Salinas:

Handwritten signature of Marco Salinas in blue ink.

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in blue ink.

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

In accordance with the Local Government Travel Expense Act (ILCS 50/150 (*et. seq.*)) the Board of Commissioners must approve any commissioner travel expenses by roll call vote during an open meeting.

The National Recreation and Park Association annual conference will be held October 10 – 12, 2023 in Dallas, TX.

The 2023 NRPA Annual Conference provides more than 200 education sessions through 12 education tracks specifically tailored to parks and recreation. The sessions cover a wide variety of topics such as equity and inclusion, leadership and personnel management, recreation and sports programming, revenue development, customer service and much more. Attendees also will have the opportunity to earn up to 1.4 Continuing Education Units (CEUs).

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

A cost estimate for commissioner travel is presented on the attached travel cost form. The park district will investigate and use every cost savings available to reduce any travel expense. NRPA is also offering a virtual conference package.

As it is anticipated registration filling up quickly for the NRPA Conference, staff is seeking a confirmation from each commissioner regarding their attendance at the 2023 NRPA conference and to approve the travel expenses for commissioners attending the conference.

**ACTION PROPOSED:**

For review and discussion only.

# OAK BROOK PARK DISTRICT

## Travel, Meal, and Lodging Expense & Reimbursement Form

<b>Name:</b> Commissioner	<b>Department:</b>	<b>Date:</b> 06/13/23	<b>Purpose for Travel:</b> NRPA Conference 2023 - Dallas, TX
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ESTIMATED EXPENSES											
Travel/ Event Date (xx/xx/xx)	Registration	Airfare	Taxi/Bus/ Train/ Mileage (\$)	Lodging	Meals			Parking	Misc. (Tolls)	Total Estimated Costs	Notes
					Breakfast	Lunch	Dinner				
10/09/23	\$ 645.00	\$350	\$ 45.00	\$ 225.00	\$ 15.00	\$ 25.00	\$ 35.00			\$ 1,340.00	
10/10/23			10.00	225.00	15.00	25.00	35.00			310.00	
10/11/23			10.00	225.00	15.00	25.00	35.00			310.00	
10/12/23			45.00		15.00	25.00				85.00	
										-	
										-	
<b>Total:</b>	\$ 645.00	\$ 350.00	\$ 110.00	\$ 675.00	\$ 60.00	\$ 100.00	\$ 105.00	\$ -	\$ -	\$ 2,045.00	

<b>Department Director Approval:</b>	<b>Date:</b>
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ACTUAL EXPENSES													
Travel/ Event Date (xx/xx/xx)	Registration	Airfare	Taxi/Bus/ Train/ Mileage (\$)	Lodging	Meals			Parking	Misc. (Tolls)	Total Actual Costs	Paid With P-Card	Reimb. Amount	Notes
					Breakfast	Lunch	Dinner						
										\$ -		\$ -	
										-		-	
										-		-	
										-		-	
										-		-	
										-		-	
										-		-	
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

<b>Requestor Signature:</b>	<b>Date:</b>	
By signing this form, I hereby certify that the expenses listed above were incurred for official business or for any training, professional development or education, beneficial to the Park District and are allowed pursuant to Park District policy.		

**2023 Mileage Reimbursement Rate: \$.655 per mile**  
**Scan final approved form and supporting documentation to [travel@obparks.org](mailto:travel@obparks.org)**

<b>Department Director Approval:</b>	<b>Date:</b>	<b>Executive Director Approval:</b>	<b>Date:</b>
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Attach Accounts Payable Voucher(s), original receipts for all expenses, supporting documentation describing the nature of the official business, event or program, and any other documentation that would assist the Board in considering your request for reimbursement, to this form. At the discretion of the Board, additional documentation relevant to the request for reimbursement may be required prior to action by the Board.



## 2023 NRPA ANNUAL CONFERENCE PREMIER MEMBER GROUP REGISTRATION

### IN-PERSON REGISTRATION GENERAL INFORMATION

NRPA Premier Member agencies are eligible to receive a special discount for sending five or more employees to the **2023 NRPA Annual Conference in Dallas, TX, October 10-12.**

Premier Member Agency groups who purchase four (4) in-person Full Package Registrations will receive two (2) free virtual conference registrations. Please complete a registration form for each attendee registering for the NRPA Annual Conference and select which registration type each person in your group should have — in-person or virtual. All forms must be sent with this cover letter and **must be submitted at the same time.** To ensure eligibility, each agency's roster must be up-to-date with NRPA to include the exact name and member number of each attendee registering in order for the discount to be valid.

**Please be aware that all attendees will need to provide an emergency contact and will be required to agree to [NRPA's Policies and Terms of Registration](#) before a badge will be issued. This can be completed through the registration process. A separate request will be sent to those who do not complete this as a part of registration.**

### PAYMENT METHOD

Registrations submitted to NRPA without a method of payment will be considered incomplete, and therefore, the registrant will not be able to attend the NRPA Annual Conference until payment has been made. NRPA accepts checks, purchase orders,\* Visa, MasterCard, Discover and American Express as forms of payment.

### PURCHASE ORDERS

Registration form(s) or a copy of the online registration confirmation must accompany all purchase orders. All registrants will need to provide NRPA with (1) a valid Purchase Order number, and (2) a copy of

the Purchase Order with clear instructions to process the registration. NRPA has the right to contact the agency or organization issuing the purchase order to confirm its validity.

**All Purchase Orders and accompanying information must be received by Friday, September 8, 2023, and all payments will be due NO LATER than September 22, 2023. Unpaid registrations secured through a purchase order will not be confirmed until full payment is received.** No registrant will receive conference materials or be authorized to attend for any Purchase Order(s) that has not been paid in full by the opening of the conference dates. On-site payments via check or credit card will be accepted. Cash payments are permitted, however, NRPA's on-site registration is cashless, and no change will be provided.

### CANCELLATIONS OR CHANGES FOR PREMIER GROUP REGISTRATIONS

A cancellation within a Premier group in-person registration may be replaced with another attendee in the same organization. Should there be more than one (1) cancellation, the free registration will be forfeited and each additional cancellation(s) will be subject to the \$100 processing fee.

To receive a refund, cancellation requests must be submitted by 5 p.m. CDT on Friday, September 15, 2023 and will incur a \$100 processing fee. **NO refunds will be issued if received and/or postmarked after Friday, September 15, 2023.**

Cancellation requests may be submitted by:

**Mail:**

NRPA c/o MCI USA  
6100 W. Plano Parkway, Suite 3500  
Plano, TX 75093  
Fax: 972.349.7715

**Email:** [nrpa@mcievents.com](mailto:nrpa@mcievents.com)

☐ **YES! I would like to take advantage of the Premier Agency Group registration**

- ✓ I've read the [Policies and Terms of Registration](#)
- ✓ All eligible registration forms are submitted with this form
- ✓ Method of payment is included

Primary Contact for Premier Member Agency's Group:

Name: \_\_\_\_\_

Premier Agency: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**You can also register online at [nrpa.org/Conference](https://nrpa.org/Conference)**

# REGISTRATION FORM

Please print carefully.

NRPA Member #: \_\_\_\_\_

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Nickname (name for badge): \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Emergency Contact Phone Number: \_\_\_\_\_



## REGISTRATION QUESTIONS?

Call: 888.385.8010 (toll-free U.S. & Canada)  
972.349.5891 (International)

Fax: 972.349.7715

Email: [nrpa@mcievents.com](mailto:nrpa@mcievents.com)

**PLEASE DO NOT MAIL OR FAX REGISTRATION FORMS  
AFTER FRIDAY, SEPTEMBER 8, 2023 — REGISTER  
ONLINE.**

**CERTIFICATION DESIGNATION:** ☐ CPRE ☐ CPRP ☐ CTRS ☐ CPSI ☐ AFO ☐ APRP \_\_\_\_\_



Please tell us what you need to fully participate in the meeting or event, such as mobility, hearing or sight access needs; food, beverage, or scent allergies; sensory and communication, and neurodivergent needs. (Note: For hotel requests, please provide accommodation information when booking your room).

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## ATTENDEE INFORMATION:

Check here if you would **not** like to receive mailings and emails from NRPA on behalf of exhibitors promoting park and recreation products and services. (NRPA will never release your physical or email address.) ☐

**1. Is this your first NRPA Annual Conference?** ☐ Yes ☐ No

**2. What is your Employer type?**

- ☐ College or University
- ☐ Federal Government
- ☐ Independent Consulting Firm
- ☐ Landscape Architect/Design Firm
- ☐ Municipality/Park District/County
- ☐ Military
- ☐ Playground Equipment Manufacturer/Supplier
- ☐ School District
- ☐ State Government
- ☐ Other (please specify): \_\_\_\_\_

**3. What is your agency's Setting (if municipality/Park District/County)?**

- ☐ County
- ☐ Educational Institution
- ☐ Military
- ☐ Rural
- ☐ Park/Special Park District
- ☐ State
- ☐ Suburban
- ☐ Metropolitan/Urban
- ☐ Other (please specify): \_\_\_\_\_

**4. What is your agency's Annual Operating Budget?**

- ☐ Under \$500K
- ☐ \$500K-\$2.5 million
- ☐ \$2.5-\$5 million
- ☐ \$5-\$10 million
- ☐ Over \$10 million
- ☐ Unsure about budget size

**5. What is your Occupation (select one)?**

- ☐ Park & Recreation Professional
- ☐ Armed Forces Recreation Professional
- ☐ Park Advocate/Civic Leader
- ☐ Consultant
- ☐ Educator/Researcher
- ☐ Supplier
- ☐ Nonprofit Service Provider
- ☐ Volunteer/Coach
- ☐ Retired Professional
- ☐ Student
- ☐ Other (e.g., Landscape Architect, Agronomist, Historian, Naturalist, Mechanic, etc.) \_\_\_\_\_

**6. What is your area of Responsibility (check all that apply, if applicable)?**

- ☐ Administration
- ☐ Armed Forces Recreation
- ☐ Arts & Cultural Resources
- ☐ Aquatics
- ☐ Athletics & Sports
- ☐ Park Advocate
- ☐ Education
- ☐ Inclusion & Accessibility
- ☐ Information Technology
- ☐ Leisure & Aging
- ☐ Maintenance & Facilities
- ☐ Marketing & Communications
- ☐ Park Resources
- ☐ Tourism & Special Events
- ☐ Volunteer Management
- ☐ Youth Services
- ☐ Other (please specify): \_\_\_\_\_

**7. What is your Occupational level (select one, if applicable)?**

- ☐ Staff
- ☐ Middle Management
- ☐ Executive Management

**8. What is your Purchasing Role (if applicable)?**

- ☐ Make final decision
- ☐ Make final recommendation
- ☐ Part of recommendation process
- ☐ Do not have a purchasing role

**9. What Certifications are of interest to you?**

- ☐ AFO (Aquatic Facility Operator)
- ☐ CPRE (Certified Park and Recreation Executive)
- ☐ CPRP (Certified Park and Recreation Professional)
- ☐ CPSI (Certified Playground Safety Inspector)
- ☐ Other (please specify): \_\_\_\_\_

**10. What is your Education level?**

- ☐ Trade, Technical, Vocational Training
- ☐ High School
- ☐ Some College
- ☐ Associate's Degree
- ☐ Bachelor's Degree
- ☐ Master's Degree
- ☐ Doctorate

**11. Your badge will include your gender pronouns. What set of pronouns should your badge include?**

- ☐ He/Him/His
- ☐ She/Her/Hers
- ☐ They/Them/Theirs
- ☐ Other (please specify): \_\_\_\_\_
- ☐ I prefer my badge not include my gender pronouns

**12. Please provide your birthdate\***

\_\_\_\_\_

**13. To the extent you feel comfortable, please indicate whether you are of Hispanic, Latino or Spanish origin:**

- ☐ Yes, I am of Hispanic, Latino or Spanish origin
- ☐ No, I am not of Hispanic, Latino or Spanish origin
- ☐ I prefer not to answer

**14. To the extent you feel comfortable, please indicate the options that best describe your race:**

- ☐ American Indian or Alaska Native
- ☐ Asian or Asian American
- ☐ Black or African American
- ☐ Native Hawaiian or Pacific Islander
- ☐ White
- ☐ Other (please specify): \_\_\_\_\_
- ☐ I prefer not to answer

**15. Dietary restrictions: Please let us know of any food allergies, religious or dietary practices:**

- ☐ None
- ☐ Lactose Intolerance or Dairy Free
- ☐ Peanut or Tree Nut Allergy
- ☐ Diabetic
- ☐ Celiac Disease (Gluten-Free)
- ☐ Vegetarian Diet
- ☐ Vegan Diet
- ☐ Kosher
- ☐ Halal
- ☐ Other (please specify): \_\_\_\_\_

**16. Should NRPA provide one, what T-shirt size would you prefer?**

- ☐ S ☐ M ☐ L ☐ XL ☐ 2XL

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Membership #: \_\_\_\_\_ (PLEASE INCLUDE THIS INFORMATION FROM THE FIRST PAGE.)

## IN-PERSON REGISTRATION FEES

	Full Package	Young Professional**	Student ***	Expo Only	Daily Passes	Opening General Session (Tues.)	Day 2 General Session (Wed.)	Spouse/Guest	Retired*
ALL EDUCATION SESSIONS	✓	✓	✓		✓				✓
NRPA OPENING GENERAL SESSION	✓	✓	✓		✓	✓		✓	✓
EXHIBIT HALL DAILY ADMISSION	✓	✓	✓	✓	✓			✓	✓
NRPA OPENING RECEPTION	✓	✓			✓			✓	✓
DAY 2 GENERAL SESSION	✓	✓	✓		✓		✓	✓	✓
NRPA VIRTUAL CONFERENCE	✓	✓							✓
EARLY BIRD: On or Before 8/25/23	○	○	○	○	○	○	○	○	○
Member	\$645	\$535	\$65	\$185	\$415	\$35	\$35	\$445	\$325
Non-member	\$905*	\$685*	\$125*	\$245	\$445	\$50	\$50	\$445	\$435
REGULAR: 8/26/23 — 10/9/23	○	○	○	○	○	○	○	○	○
Member	\$815	\$705	\$75	\$235	\$415	\$35	\$35	\$465	\$335
Non-member	\$1095*	\$895*	\$135*	\$295	\$445	\$50	\$50	\$465	\$435
ONSITE: Starting 10/10/23	○	○	○	○	○	○	○	○	○
Member	\$855	\$745	\$85	\$235	\$415	\$35	\$35	\$485	\$345
Non-member	\$1175*	\$955*	\$145*	\$295	\$445	\$50	\$50	\$485	\$435

\*These non-member registration fees automatically include a 1-year NRPA Membership. To opt out of this benefit, check here: ○ If you opt out, the fee remains the same. \*\* Young Professionals are defined as anyone 35 years and younger. \*\*\* Students are defined as anyone who is currently enrolled as a full-time or part-time student pursuing a degree in parks, recreation, conservation, or related matters, and is not simultaneously employed as a full-time professional. All non-member students must provide proof of student status prior to receiving registration materials. Student status must be verified one of the following ways: an original letter on the institution's letterhead signed by any qualified representative from your university program, student ID with valid dates, or a current transcript. Verification must be submitted at the same time as registration. NRPA student memberships purchased on or before 6/30/2023 will continue to be eligible for a complimentary conference registration. All student memberships purchased on or after 7/1/2023 will be charged for conference registration fees as charted above.

## VIRTUAL REGISTRATION FEES

	Virtual Conference Pass	Student Virtual Conference Pass ***
VIRTUAL EDUCATION SESSIONS	✓	✓
EARLY BIRD: On or Before 8/25/23	○	○
Member	\$295	\$45
Non-member	\$395	\$65
REGULAR: 8/26/23 — 10/9/23	○	○
Member	\$345	\$75
Non-member	\$445	\$95

\*\*\* Students are defined as anyone who is currently enrolled as a full-time or part-time student pursuing a degree in parks, recreation, conservation, or related matters, and is not simultaneously employed as a full-time professional. All non-member students must provide proof of student status prior to receiving registration materials. Student status must be verified one of the following ways: an original letter on the institution's letterhead signed by any qualified representative from your university program, student ID with valid dates, or a current transcript. Verification must be submitted at the same time as registration. NRPA student memberships purchased on or before 6/30/2023 will continue to be eligible for a complimentary conference registration. All student memberships purchased on or after 7/1/2023 will be charged for conference registration fees as charted above.

## TICKETED EVENTS

<b>Golf Tournament</b> Monday, October 9 11:00a.m. - 4:00p.m. Cedar Crest Golf Course	Qty x \$100 = \$ _____
<b>NRPA Opening Reception</b> Tuesday, October 10 6:00p.m. - 8:00p.m. Gilley's Dallas	Qty x \$85 = \$ _____
<b>Goat Yoga</b> Wednesday, October 11 7:30a.m. - 8:30a.m. Location TBD	Qty x \$35 = \$ _____
<b>5K: Fun Run, Walk or Roll</b> Thursday, October 12 8:00a.m. - 10:00a.m. (Includes: Radiant Race Bib, Exceptional Event Swag, Energizing Post Race Eats) Reverchon Park and Katy Trail (Start/finish line) <a href="https://runsignup.com/Race/TX/Dallas/NRPAAnnualConference5K">https://runsignup.com/Race/TX/Dallas/NRPAAnnualConference5K</a>	Qty x \$35 = \$ _____
<b>Ethnic Minority Society Luncheon</b> Thursday, October 10 11:00a.m. - 1:00p.m.	Qty x \$95 = \$ _____



Last Name _____	First Name _____
Membership # _____	(PLEASE INCLUDE THIS INFORMATION FROM THE FIRST PAGE)

## Add-On Institutes, Workshops, Local Host Leisure Tours and Training Opportunities

### Off-Site Institutes (CEUs subject to change; For full session descriptions please visit [nrpa.org/Conference](http://nrpa.org/Conference))

	New OSI #	Session Title	Date	Time (MST)	CEUs	Attendee/Member	Non-Member
<input type="radio"/>	OSI 1	Trinity River National Water Trail	Monday, Oct. 9	10:00 a.m. - 3:00 p.m.	0.2	\$50	\$70
<input type="radio"/>	OSI 2	Trinity River Audubon Center: Building Connections with Nature in an Urban Setting	Monday, Oct. 9	9:00 a.m. - 1:30 p.m.	0.3	\$50	\$70
<input type="radio"/>	OSI 3	Discover Fair Park and the State Fair of Texas	Monday, Oct. 9	8:30 a.m. - 1:00 p.m.	0.3	\$50	\$70
<input type="radio"/>	OSI 4	The Dallas Pavilion Program - Unique by Nature	Monday, Oct. 9	8:45 a.m. - 1:15 p.m.	0.4	\$50	\$70
<input type="radio"/>	OSI 5	From Pavement to Paradise - the Rise of Downtown Dallas Parks	Monday, Oct. 9	9:00 a.m. - 2:15 p.m.	0.3	\$55	\$75
<input type="radio"/>	OSI 6	The Dallas Zoo - A View from the Inside	Monday, Oct. 9	8:30 a.m. - 3:00 p.m.	0.4	\$65	\$85
<input type="radio"/>	OSI 7	Natural Flood Plains and Play Opportunities	Monday, Oct. 9	7:30 a.m. - 1:00 p.m.	0.4	\$85	\$105
<input type="radio"/>	OSI 8	Dallas Arboretum and Botanical Garden - Cultivating Excellence	Monday, Oct. 9	8:30 a.m. - 5:30 p.m.	0.7	\$75	\$95
<input type="radio"/>	OSI 9	Highlights of Dallas: A Tour of Modern and Innovative Multi-Generational Recreation Centers	Monday, Oct. 9	8:30 a.m. - 5:00 p.m.	0.5	\$75	\$95
<input type="radio"/>	OSI 10	Inclusive Play Field Guide: A Day of Play at Frank Kent's DREAM Park and Ernie Roberts Park	Monday, Oct. 9	10:00 a.m. - 2:30 p.m.	0.5	\$50	\$70

### Local Host Leisure Tours

	New LT #	Session Title	Date	Time (MST)	Attendee/Member	Non-Member
<input type="radio"/>	LT 1	Cowboys and Rangers Stadium Tours	Friday, Oct. 13	8:30 a.m. - 1:00 p.m.	\$105	\$125

### 2023 Pre-Conference Workshops & Additional Training

	Session Title	Date	Time (MST)	CEUs	Attendee/Member	Non-Member
<input type="radio"/>	CPRE Pre-conference Workshop 2023	Monday, Oct. 9	9:00 a.m. - 5:00 p.m.	0.8	\$100	\$125
<input type="radio"/>	CPRP Examination Prep Course	Monday, Oct. 9	9:00 a.m. - 12:00 p.m.	0.4	\$100	\$125
<input type="radio"/>	ADA Strategies and Success Stories	Monday, Oct. 9	8:30 a.m. - 11:45 a.m.	0.3	\$0	\$0
<input type="radio"/>	Youth Mentoring in Parks and Rec: Coach-Mentor Training	Monday, Oct. 9	8:00 a.m. - 12:00 p.m.	0.2	\$0	\$0
<input type="radio"/>	Fundamentals of Program Evaluation for Park and Recreation Professionals	Monday, Oct. 9	9:00 a.m. - 5:00 p.m.	0.7	\$245	\$350

### AFO & CPSI Courses & Exams

	Session Title	Date	Time (MST)	CEUs	Attendee/Member	Non-Member
<input type="radio"/>	Aquatic Facility Operator (AFO) Certification COURSE AND EXAM	Sunday, Oct. 8 - Monday, Oct. 9	8:30 a.m. - 5:30 p.m.	1.5	\$350	\$375
<input type="radio"/>	Aquatic Facility Operator (AFO) Certification EXAM ONLY	Monday, Oct. 9	2:30 p.m. - 5:30 p.m.	0.0	\$125	\$140



Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Membership #: \_\_\_\_\_ (PLEASE INCLUDE THIS INFORMATION FROM THE FIRST PAGE.)

By completing and submitting this registration form, you agree to NRPA's [Policies and Terms of Registration](http://www.nrpa.org/Policies%20and%20Terms%20of%20Registration). NRPA encourages you to read these policies and terms carefully. They also can be found at [www.nrpa.org/Conference/registration-terms](http://www.nrpa.org/Conference/registration-terms)

### Registration Summary and Payment

Full payment required for processing. Forms received without payment or authorized purchase order will be returned. If payment covers several registrations, staple check to all forms covered by payment.

#### Totals:

› Registration Fees \$ \_\_\_\_\_  
› Ticketed Events (fee) \$ \_\_\_\_\_  
› **Grand Total** (U.S. Funds) \$ \_\_\_\_\_

### Return Form and Full Payment

Fax: 972.349.7715

Mail: NRPA Annual Conference Registration, P.O. Box 5004, Merrifield, VA 22116-5004

### Cancellation and Refund Policy

Cancellation/Refund requests must be submitted in writing by Friday, September 15, 2023, and will incur a \$100 processing fee. As per NRPA's Policies and Terms of Registration, NO refunds will be issued for requests received or postmarked after Friday, September 15, 2023.

#### Method of Payment (SELECT one)

Type of card: ☐ AMEX ☐ MC ☐ Visa ☐ Discover

Card #: \_\_\_\_\_

Exp. date: \_\_\_\_\_ Security code: \_\_\_\_\_

Billing address: \_\_\_\_\_  
\_\_\_\_\_

Card holder's name: \_\_\_\_\_

Authorized signature: \_\_\_\_\_

☐ Check payable to NRPA ☐ \*Purchase Order #: \_\_\_\_\_

Cashier #: \_\_\_\_\_

\*All Purchase Orders and accompanying information must be received by Friday, September 8th, 2023, and all payments will be due NO LATER than Friday, September 22, 2023. Unpaid registrations secured through a purchase order will not be confirmed until full payment is received.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: OAK BROOK PARK DISTRICT MISSION, VISION, AND CORE VALUES UPDATES**

**AGENDA No.: 8 C**

**MEETING DATE: JUNE 19, 2023**

#### STAFF REVIEW:

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The Park District's mission statement was approved during the September 23, 1991 Board Meeting by the Board of Commissioners. The mission statement has guided in the development of the Oak Brook Park District's vision statement and the addition of the core values during the May 18, 2016 Board Meeting.

The vision statement and core values have been updated by the Board and staff as the park district focuses on its mission and in meeting current community needs, such as the addition of social equity, which was added upon the Board's approval of the District's Social Equity Policy during the September 21, 2020 Board Meeting.

The Park District's mission statement, vision statement, and core values are the standards used by the park district as it plans for the future and in developing its Master Vision and Strategic Plans.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

During Leadership Meetings, Executive Director Laure Kosey led discussion on the need to update and refine the vision statement and core values.

The attached document provides the prior and current proposed wording of the vision statement and core values for the Board of Commissioners' review and for possible approval during the July 17, 2023 Board Meeting.

#### **ACTION PROPOSED:**

For review and discussion only.

# Mission, Vision, and Core Values – proposed updates

## MISSION STATEMENT:

It is the mission of the Oak Brook Park District to provide the very best in park and recreational opportunities, facilities, and open lands for our community.

## VISION STATEMENT:

To provide a diverse, inclusive and holistic range of opportunities designed to keep the community happy, fit and active. ~~while being its very best and feeling its very best.~~

## CORE VALUES:

**Holistic Wellness:** ~~Providing~~ Provide programs, services, and opportunities designed to improve all aspects of the overall wellness of the ~~Greater Oak Brook~~ community.

**Environmental Stewardship:** ~~Foster~~ing the responsible use and protection of the natural environment through education, conservation, and sustainable practices.

**Inclusion:** ~~Ensuring that everyone, regardless of age or ability, has~~ Promote a sense of belonging and provide access to the very best in park and recreational opportunities ~~to for all. enrich their quality of life.~~

**Teamwork:** ~~Working together to incorporate the~~ Embrace the diversity ~~diverse culture~~ and viewpoints of our staff ~~and community~~ to effectively foster recreational creativity, encouragement, and motivation.

~~Customer Experience~~ Community Engagement: ~~Providing~~ Provide the very best customer experience with every interaction.

**Open Communication:** ~~Engaging~~ Engage in honest, and ~~respectful~~ transparent communication, ~~both internally and externally, will educate~~ to connect and build relationships with our community.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 23-0717: A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER INVOLVING A DECREASE IN THE CONTRACT PRICE WITH INTEGRAL CONSTRUCTION, INC. FOR THE CENTRAL PARK PHASE II PROJECT**

**AGENDA No.: 8 D**

**MEETING DATE: JUNE 19, 2023**

**STAFF REVIEW:** Director of Parks and Planning, Bob Johnson:

Handwritten signature of Bob Johnson, Director of Parks and Planning.

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey, Executive Director.

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

As part of the Phase II Development Project at Central Park, perennial plants and grasses will be planted around the fishing outcropping station along Ginger Creek, as well as around the amphitheater and restroom/concession building. As a cost saving measure, the district has elected to purchase and install the plant material in-house. Trees and shrubs however will be installed by the contractor.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

This change requires a deductive change order in the amount of \$65,238. The contract with Integral Construction for the Central Park Phase II Improvements will be reduced by this amount.

**ACTION PROPOSED:** For review and discussion only.

**RESOLUTION NO. 23-0717**  
**A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER**  
**INVOLVING A DECREASE IN THE CONTRACT PRICE**  
**WITH INTEGRAL CONSTRUCTION, INC.**  
**FOR THE CENTRAL PARK PHASE II PROJECT**

---

**WHEREAS**, during the February 20, 2023 Board Meeting, the Board of Commissioners accepted the bid and authorized an agreement between the Oak Brook Park District and Integral Construction, Inc. for the Central Park Phase II Project (“the “Project”), in the amount of \$1,232,000, and

**WHEREAS**, during the February 20, 2023 Board Meeting, the Board of Commissioners had appointed Executive Director Laure Kosey to approve and execute change orders with a respect to any change order or any series of change orders or the construction of the Central Park Phase II project which authorize or necessitate an increase or decrease in the cost of the contract by a total of \$10,000 or more, or which change the time of completion by a total of 30 days or more, to make the written findings required by Section 33E-9 of the Criminal Code, and to preserve such findings in the contract file for public inspection as required by Section 33E-9 of the Criminal Code, 720 ILCS 5/33E-9. Any change order or series of change orders in aggregate, shall not exceed on increase/decrease in the contract cost or more than \$30,000 for the project without prior Board Approval. All change orders approved and executed pursuant to this appointment, shall be presented as information items to the Board at the Board’s regularly scheduled meeting, and

**WHEREAS**, Executive Director Laure Kosey had approved Change Order 1, which resulted in a decrease in the contract price as listed below and in which the fully executed Change Order 1 is attached hereto as Exhibit “A”:

<b><u>Change Order #</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
<b>1</b>	Picnic Table Deduct, (to be provided by owner)	<\$1,650.00>
<b>1</b>	Soccer Goal Deduct, (to be provided by owner)	<\$2,200.00>
<b>1</b>	Interpretive Sign Deduct, (to be provided by owner)	<\$1,100.00>
<b>1</b>	Pedestrian Light Deduct, (eliminated from the project)	<\$10,619.00>
<b>Total Change Order 1</b>		<\$15,569.00>

**WHEREAS**, Executive Director has presented and recommended the following proposed Change Order to the contract between the District and Integral Construction, Inc. for the following amount:

<b><u>Change Order #</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
<b>2</b>	Remove perennials and grasses from scope - Deduct, (to be provided by owner.).	<\$65,238.00>

and a copy of said change order being attached hereto as Exhibit “B” and made part hereof, to the District’s Board of Park Commissioners (“Board”), and

**WHEREAS**, upon the Board’s approval of Change Order 2, the new total for the contract price would be \$1,151,193.00, and

**WHEREAS**, pursuant to the Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, the Oak Brook Park District (the “District”) is required to make specific findings prior to authorizing any change order or range of change orders relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000.00 or more; and

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS, AS FOLLOWS:**

**SECTION 1.** That after reviewing the explanation of the Executive Director as to the necessity of and reason for the Change Order 1 attached hereto as Exhibit “A” and Change Order 2, attached hereto as Exhibit “B”, the Board finds as follows:

- A. That the circumstances which necessitated said change order was not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the change order was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interest of the District to approve the change order in its proposed form.
- D. That the change order is germane to the original contract.

**SECTION 2.** That having made the findings set forth in Section 1 above, the Board hereby approves the change orders attached hereto as Exhibit “A” and Exhibit “B”, approved Executive Director’s execution of Change Order 1, and directs and authorizes the Board’s President to execute said Change Order # 2 on behalf of the District.

PASSED AND APPROVED THIS 17th DAY OF JULY, 2023.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

OTHER: \_\_\_\_\_

\_\_\_\_\_  
Sharon Knitter, President

ATTEST:

\_\_\_\_\_  
Laure Kosey, Secretary

Exhibit A  
Change Order #1



## CHANGE ORDER

<b>PROJECT NAME</b>	Central Park North Phase II	<b>CHANGE ORDER #</b>	001
<b>PROJECT OWNER</b>	Oak Brook Park District	<b>DATE</b>	5/03/23
<b>PROJECT CONTRACTOR</b>	Integral Construction		

### DESCRIPTION OF CHANGE:

DIVISION	SCOPE DESCRIPTION	QTY	UNIT	COST
12-0000 Site Furnishings	Picnic table deduct, provided by owner	1	1s	(\$1,650)
12-0000 Site Furnishings	Soccer goal deduct, provided by owner	1	1s	(\$2,200)
12-0000 Site Furnishings	Interpretive sign, provided by owner	1	1s	(\$1,100)
26-0000	Pedestrian light deduct, eliminated	1	1s	(\$10,619)
<b>Total</b>				<b>(\$15,569)</b>

ORIGINAL CONTRACT AMOUNT	\$1,232,000
NET CHANGE BY PREVIOUS CHANGE ORDERS	0
CONTRACT SUM PRIOR TO THE CHANGE ORDER	\$1,232,000
THE CONTRACT SUM WILL BE CHANGED IN THE AMOUNT OF	(\$15,569)
THE NEW CONTRACT SUM INCLUDING THIS CHANGE ORDER WILL BE	\$1,216,431
THE CONTRACT TIME WILL BE INCREASED BY (IN DAYS)	0
THE NEW DATE OF SUBSTANTIAL COMPLETION WILL BE	n/a
<b>REVISED CONTRACT TOTAL</b>	<b>\$1,216,431</b>

The owner finds that this change order is germane to the original contract as signed.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR, AND OWNER

#### ARCHITECT

Name: Upland Design Ltd  
 Sign: Heath A Wright  
 Print: Heath A Wright  
 Title: Principal Landscape Architect  
 Date: 9MAY2023

#### CONTRACTOR

Name: Integral Construction  
 Sign: Paul Heffernan  
 Print: Paul Heffernan  
 Title: Project Manager  
 Date: 5/11/2023

#### OWNER

Name: OBPD  
 Sign: Laurel Krescy  
 Print: Laurel Krescy  
 Title: Executive Director  
 Date: 5/11/2023

We strive to provide the **very best** in **park** and **recreational opportunities, facilities,** and **open lands** for **our community.**

Family Recreation Center | 1450 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4233 | F: 630-990-8379  
 Tennis Center | 1300 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4660 | F: 630-990-4818

[www.obparks.org](http://www.obparks.org)





Exhibit B  
Change Order #2



## CHANGE ORDER

<b>PROJECT NAME</b>	Central Park North Phase II	<b>CHANGE ORDER #</b>	002
<b>PROJECT OWNER</b>	Oak Brook Park District	<b>DATE</b>	6/06/23
<b>PROJECT CONTRACTOR</b>	Integral Construction		

### DESCRIPTION OF CHANGE:

DIVISION	SCOPE DESCRIPTION	QTY	UNIT	COST
32-0000 Landscaping	Remove perennials and grasses	1	1s	(\$65,238)
Total				(\$65,238)

ORIGINAL CONTRACT AMOUNT	\$1,232,000
NET CHANGE BY PREVIOUS CHANGE ORDERS	(\$15,569)
CONTRACT SUM PRIOR TO THE CHANGE ORDER	\$1,216,431
THE CONTRACT SUM WILL BE CHANGED IN THE AMOUNT OF	(\$65,238)
THE NEW CONTRACT SUM INCLUDING THIS CHANGE ORDER WILL BE	\$1,151,193
THE CONTRACT TIME WILL BE INCREASED BY (IN DAYS)	0
THE NEW DATE OF SUBSTANTIAL COMPLETION WILL BE	n/a
<b>REVISED CONTRACT TOTAL</b>	<b>\$1,151,193</b>

The owner finds that this change order is germane to the original contract as signed.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR, AND OWNER

ARCHITECT

Name: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CONTRACTOR

Name: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

OWNER

Name: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

We strive to provide the **very best** in **park** and **recreational opportunities, facilities,** and **open lands** for **our community.**

Family Recreation Center | 1450 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4233 | F: 630-990-8379  
Tennis Center | 1300 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4660 | F: 630-990-4818

[www.obparks.org](http://www.obparks.org)





320 Rocbaar Dr.  
Romeoville, IL 60446  
(O) 844-317-7403  
(F) 844-317-7402

## CHANGE ORDER REQUEST

Tuesday, June 6, 2023

**Project:** Central Park North Phase II Site Scope  
**Location:** 1315 Kensington Rd., Oak Brook, IL 60523  
**Owner / Agent:** Oak Brook Park District  
1450 Forest Gate Rd.  
Oak Brook, IL 60523

**COR #:** 002  
**COR Description:** Perennials and Grasses Deduct  
**Schedule Impact:** N/A

DIVISION	SCOPE DESCRIPTION	QTY	UNIT	COST
32-0000	<b>Landscaping:</b>			
	Remove perennials and grasses from scope.	1.00	ls	\$ (65,238.00)

COR Subtotal \$ (65,238.00)

General Requirements	0.0000%	\$	-
Liability Insurance	0.0000%	\$	-
Builders Risk Insurance	0.0000%	\$	-
Performance & Payment Bond	0.0000%	\$	-
Fee	0.0000%	\$	-

**COR GRAND TOTAL** \$ (65,238.00)

Signed \_\_\_\_\_ Owner / Agent

\_\_\_\_\_  
Date

Signed \_\_\_\_\_ Integral Construction, Inc.

\_\_\_\_\_  
Date